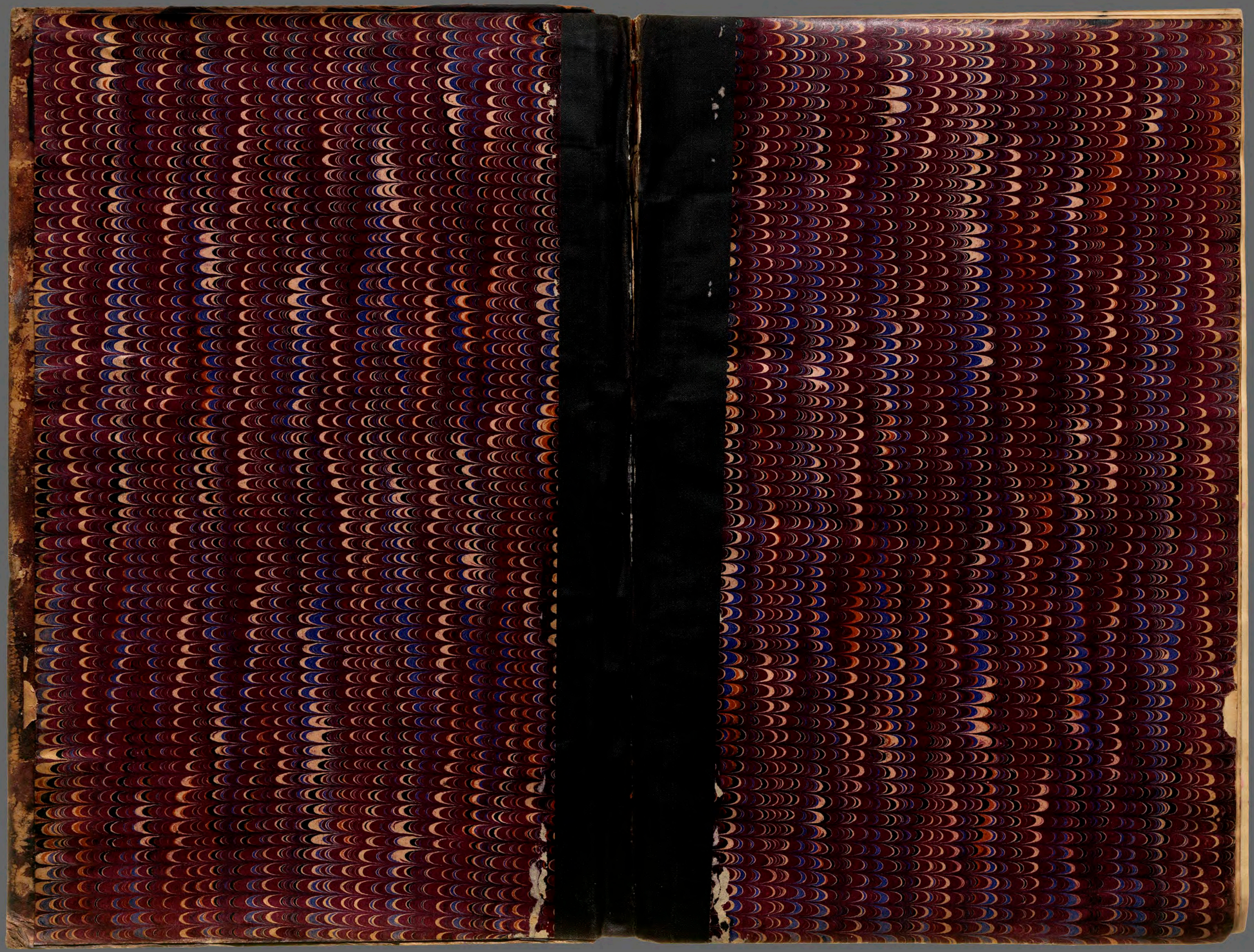

Board of Trustees Minutes, VOLUME 7, 9 May 1899 – 18 October 1904. Mechanics' Institute, San Francisco.

The Numbers of Incorporation of the Mechanics Institute

are

1316 and 4493

These are the numbers given at the two incorporations
of the Institute and are referred to by the County Clerk
when filing Certificate of Election of Trustees

Mechanics' Institute

San Francisco

Board of Trustees Minutes, VOLUME 7, 9 May 1899 – 18 October 1904. Mechanics' Institute, San Francisco.

May 9/99. Specials.

San Francisco, May 9th-1899

Special meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building to-night at 8 o'clock- Present-Trustees Heald. Healy. Kendrick, McLaren. Presson, Fraser-Teckner. Wilson. Mr. President (9) Absent-Trustees-Culver, Brunt, Neal. Plum. Wallis (5)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following:

San Francisco, May 9. 1899-

To the President and Board of Trustees-

Gentlemen:-

Resolution to borrow $5000

Your Finance Committee presents the following resolution to borrow $5,000.00, and would state that while this entire amount may not be needed at once, the passage of this resolution will save the passing of a second resolution later.

Resolved. That the President and Secretary of this Corporation, the Mechanics Institute, be and they are, hereby authorized and empowered to borrow of the First National Bank of San Francisco, Cal., a sum not to exceed Five Thousand Dollars at such rate of interest as they may deem expedient-and that the President and Secretary be and they are hereby authorized and empowered to make and deliver to the lender the promissory notes of this Corporation for such sums as may be required.

Respectfully submitted-

Finance Com { G.R. Presson-
E. P. Heald

The resolution was adopted by the following vote: ayes- Heald, Healy. Kendrick, McLaren. Presson, Fraser. Teckner. Wilson. Mr President (9) Noes- None

The Finance Committee presented the following report:

San Francisco. May 9. 1899

To the President and Board of Trustees-

Gentlemen:- Your Committee on Finance would report that we have Cash on hand to-night to the amount of $609.57

To present bills amounting to- 3.665.23-

and recommend that they be paid-

Respectfully submitted-

Finance Com { G.R. Presson
E. P. Heald

Special May 9/99.

List of Bills

MECHANICS' INSTITUTE.

Bills Audited by Board of Trustees.

San Francisco, May 9th, 1899. 189

			Brought Forward-	1,244	77
1-	Spring Valley Water Wks.	89 35	25- Chronicle,	13	65
2-	C.F.Hagmen	134 15	26- Evening Post,	8	40
3-	Pac.Teleph. & Teleg.Co.	42 40	27- Abend Post	3	90
4-	Commercial Pub.Co.	46 50	28- S.F.News Co.	42	01
5-	Valleau & Petersen	79 75	29- Guide,	1	50
6-	Upton Bros.	2 50	40- S.F.Daily Report,	7	50
7-	Frank Eastman Co.	11 75	41- S.F.News Co.	8	58
8-	Payot, Upham & Co.	13 38	42- Subscription News Co.	28	32
9-	C.A.Murdock & Co.	12 25	43- Call	11	70
10-	Le Count Bros.	44 41	44- S.F.Hotel Gazette,	3	00
11-	Alexander Yost Co.	14 95	45- E.L.Snell	3	00
12-	Scientific Pub.Co.	2 00	46- Matt Cassidy,	28	60
13-	Chas. Scribner's Sons	180 14	47- Siebe & Green,	13	85
14-	A.M.Robertson	145 21	48- City Street Improvement Co.	7	50
15-	Cunningham, Curtis & Welch,	44 14	49- Univ.of Cal.	500	00
16-	Daly & Curran	12 25	50- Central Lumber & Mill Co.	3	66
17-	J. Tauzy & Co.	3 80	51- Univereal & Pacific Gas Gov.Co.	3	00
18-	Robt. E. Cowan	52 60	52- S.F.Gas & Electric Co.	27	35
19-	Wm. Doxey	60 66	53- Joost Bros.	5	84
20-	W. B. Saunders,	6 00	54- Bagge & Stovell	25	90
21-	H.H.Moore	10 00	55- Helbing & Davies,	77	70
22-	Payot, Upham & Co.	40 04	56- H.Eisner,	27	50
23-	Carl Hintzemann,	6 00	57- W.H.Weil,	60	00
24-	Burrows Bros. Co.	17 60	58- Jos.Figer,	7	65
25-	Thos. J. Taylor,	50	59- Allen's Press Clipping Bureau	3	00
26-	National Municipal League,	1 00	60- W.P.Fuller & Co.	2	40
27-	F.W.Barkhaus,	6 20	61- Mercantile Towel & Laundry Co.	6	25
28-	Examiner	11 70	62- Library Bureau		00
29-	Lemcke & Buechner,	18 29	63- L.& M.Alexander & Co.	2	15
30-	Emporium & Golden Rule Bazar	43 00	64- H.T.Ardley,	10	00
31-	Elder & Shepard,	52 65	65- Pay Roll	12	00
32-	F. M. Husted,	5 00	66- Geo. Kenzee,	20	00
33-	W.B.Houghton,	6 50			
34-	Mining & Eng.Rev.Pub.Co.	1 00			
		1,244 77		2,221	48

	Brought Forward-	2,221	48	
67-	A.O.Leuschner,	20	00	
68-	A. Rulfs,	20	88	
69-	Pac.Gas Impt.Co.	210	66	
70-	Henry Ernst.	29	75	
71-	Andrew Wilkie,	268	45	
72-	Robinson & Gillespie,	6	50	
73-	Continental Ins.Co.	456	00	
74-	Geo. H. Mitchell Co.	236	50	
75-	Sherman Clay & Co.	28	69	
76-	Hicks-Judd Co.	166	42	
		3,665	23	

The report was received, and the bills ordered paid – by the following vote: ayes – Heald, Healy, Kendrick, McLaren, Presson, Fraser, Tickner, Wilson, Mr. President (9) Noes – None.

Harvard gets room.

Mr McLaren for the Committee on Library, Rooms and Buildings presented a request from Harold Theiler asking permission for Harvard University to hold its entrance examinations next month in the Library Building.

The request was granted.

The Management Committee presented the following report:

Management

San Francisco, May 9, 1899 –

To the President and Board of Trustees –

Gentlemen:

Your Management Committee reports as follows:

McFarland for Fish

1st:– We recommend that Mr. J.P. McFarland be employed to obtain Fish for the Fair, and to superintend the same during the Fair, he to be paid the sum of $200.00 for his services besides expenses while collecting the Fish; he to commence work not later than August 1st next. and to continue through the Fair.

Med medal & Automobile

2nd:– We recommend that a gold medal be awarded for the best Motor Carriage exhibited.

Cash prizes and Night

3rd:– We recommend that cash prizes for the best prepared and most complete exhibits ready at the hour of opening the Exposition be made as follows:

General Exhibits:

1st prize –	$100.00
2nd prize –	90.00
3rd prize –	80.00
4th prize –	70.00
5th prize –	60.00

Machinery –

1st prize –	100.00
2nd prize –	50.00

Clark for Assistant.

4th! It is your Committee's opinion that an assistant to the Secretary should be put to work at once, and we recommend that Mr Carl H. Clark be appointed as such, and we recommend that he be paid $150.00 per month.

Respectfully submitted –

Management { J.P. Fraser. R. Kendrick P.J. Healy –

Action on Report

Recommendation 1 was adopted

Recommendation 2 was adopted –

Recommendation 3 was adopted –

Recommendation 4 – Mr Wilson moved that it be referred to the Committee on Employees –

The motion was lost by the following vote; ayes – Heald, Presson, Wilson (3) Noes – Healy, Kendrick, McLaren, Fraser, Tickner, Mr President (6)

Mr Wilson then moved that action be deferred until the next meeting.

The motion was lost.

At Mr. Wilson's request the question was divided, and the first motion put was that an assistant to the Secretary be put to work at once.

This motion was carried.

The next motion was that Mr Clark be appointed as such, the point being raised that it was necessary to ballot, Mr. Heald moved that the Secretary cast the ballot for Mr Clark. There being some votes in the negative the motion was lost.

Clark elected

The Chair appointed Messrs. Heald and Presson tellers, and the Board proceeded to vote for a Solicitor with salary to assist the Secretary with the following result:

Carl H Clark –	7.
Ferdinand Tournals	1
Blank –	1

The Chair declared Mr. Clark elected.

In the matter of salary, Mr Wilson moved as an amendment to the Committee's recommendation that Mr Clark be paid $75.00 per month. No second to the motion.

Clark's salary

Mr. McLaren moved that the matter of salary for Mr Clark be left to the Management Committee with power.

The motion was carried by the following vote: ayes – Heald, Healy, Kendrick, McLaren – Presson, Fraser, Tickner, Mr. President (8) Noes – Mr Wilson (1)

Tiedmann wants refund

A letter was read from H.B. Tiedemann requesting a refund of part of the rent paid by him for the Folsom Street grounds for April 28th last, as he could not use the grounds on account of rain.

The matter was referred to the Committee on Folsom-Street with power.

Charge Rent to College Baseball

The question of charging the State University and the Stanford University $50.00 for the use of the Folsom St grounds for the Saturday

May 9/99. Special.

which they agreed to take and afterwards did not- was referred to the Committee on Folsom Street lot with power.

Bridge & get use of ballots

A letter was read from Alfred Rudge asking permission to inspect the ballots cast at the last election of the Institute, and the request was granted-

Pres. says offer for Pav. Block $600,000

In relation to the Pavilion Block the President stated that he had been called upon by a party who thought he could obtain an offer of $600.000.00 - for the block.

The matter was discussed by the Board, but no action taken.

Filipinos & Contract Labor.

In relation to the matter of bringing in the Filipinos for the Fairs, and the possible objections of the Immigration Commissioner, the President was given authority to consult with Attorney Bert Schlesinger in regard to the same.

The meeting then adjourned.

Jos M Canning
Secretary

Recorded
Recording Secretary

San Francisco. May 16th. 1899-

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building at 8 P.M., present Trustees Brunt, Culver, Heald, Healy, Kendrick, Neal, Fraser, Tickner, Wilson, Mr President (10) Absent-Trustees- McLaren, Plum, Presson, Walls (4)

The minutes of the previous meeting were read and approved.

The Committee on Library, Rooms and Building presented the following report:

San Francisco, May 16, 1899.

To the President and Board of Trustees-

Gentlemen:-

Basement Book Stacks.

Your Committee on Library, Rooms and Building desire to report as follows:-

Two of the stacks for books have been taken out of the west basement and placed on the second floor of the Library. As something is needed to take their place in the basement, we recommend that two new redwood stacks be built, each about 10 feet long, and running from the floor to the ceiling of the basement.

We would report that the new chairs have been placed in the Reading Room.

Respectfully submitted-
J. P. Fraser

Committee on Library,
Rooms & Building-

The recommendation was adopted by the following vote: ayes - Brunt, Culver, Heald, Healy, Kendrick Neal, Fraser, Tickner, Wilson, Mr President (10) Noes - None.

The Committee on Books and Donations presented the following report:

San Francisco, May 16, 1899.

To the Board of Trustees

Gentlemen:-

Perforating Book stamp (lost).

Your Committee on Books and Donations recommend that a perforating label stamp and a perforating cancelling stamp of suitable design be obtained for the use of this Library.

Committee on Books & Donations
P. J. Healy
R. Kendrick

May 16/99.

A motion to adopt the recommendation was lost by the following vote: ayes – Healy. Kendrick. Tiefner (3) Noes – Culver. Druent. Heald. Neal. Fraser. Wilson. Mr. President – (4)

The Committee recommended the purchase of books amounting to $197.02, and the recommendation was adopted by the following vote: ayes – Druent Culver. Heald. Healy. Kendrick. Neal. Tiefner. Fraser. Wilson. Mr President (10) Noes – None.

Cal Club Fair in Pav. & Rebuilt

A letter was read from Mrs. A. A. Mills in charge of the Industrial Exposition to open shortly in the Pavilion requesting certain cleaning to be done.

The motion to refer the matter to the Pavilion Committee received no second.

Mr Wilson moved that the request be complied with.

Mr Neal moved as an amendment that $5.00 of the rent be returned, the Exhibitor to do the work itself. The motion was carried.

The Management Committee presented the following report:

San Francisco. May 16. 1899

Man. Com.

To the President and Board of Trustees –

Gentlemen:–

Your Management Committee reports as follows:

McFarland for Fish

1st– We report that Mr McFarland has accepted the proposition as adopted by the Board at the last meeting in relation to the Fish Exhibit

Clark as Asst Solicitor.

2nd:– We have arranged with Mr. Earl Clark to act as assistant to the Secretary to solicit exhibits for the Fairs, at a salary of $125.00 per month.

Gold Medal for Voting Machine

3rd We recommend that a space be set apart in which inventors of voting machines can display their inventions, and that no charge be made to them for exhibiting the same. and that a Gold Medal be awarded for the best machine.

Price of Space

4th:– The floor has been laid off. and a scale of prices for space made ranging from 10 to 20¢ per square foot. We recommend that this scale of prices be adopted –

No charge for Machinery

5th:– It is not contemplated that a charge will be made in Machinery Hall or Annex to exhibitors. nor will a charge be made for actual operating exhibits showing various manufactures.

Adjusting charges for space

As there must be a number of cases which will need some special inducements. we recommend

that the matter of adjusting charges for space be placed in the hands of this Committee with power, or in the hands of the Exhibits Committee according to the provisions of the By-Laws as they shall stand after action on the amendments now under consideration –

Respectfully submitted –

{ J. F. Fraser –
{ R. J. Healy

The recommendation as to the Voting Machines was adopted.

The recommendation as to price of space and referring of same to proper Committee was deferred until later in the evening.

The Committee on Folsom Street lot presented the following report:

Folsom St

San Francisco May 16. 1899.

To the President and Board of Trustees –

Gentlemen:

Football teams agreed on.

Your Committee on Folsom St. lot – to whom was referred the proposition of the University Football managers for the use of the Folsom St grounds, beg to report that in their opinion the offer is a reasonable one under present conditions, and would recommend its acceptance.

Seats to be built

Your Committee would also ask to be empowered to receive proposals for the construction of additional seats sufficient to provide the number necessary to meet the requirements of the above offer, viz, about 3,000 seats.

As the seats will also enhance the value of the grounds for transient business. we would recommend that they be erected as soon as practicable after the cost of the same shall be determined.

The grounds have been rented until Oct. 1st for baseball for Sunday afternoons and holiday afternoons for 40% of the gate receipts.

Rodney Kendrick
Robt. J. Neal –
Committee on Folsom St lot

The recommendation to accept the offer of the University Football Managers was adopted – and the Committee was authorized to obtain bids for putting up seats.

The Librarian presented the following names as having joined the Institute all of which were on motion ratified.

New Members.

W. H. Higgins — Mrg. N. Clay Evans Jr. — G. W. Hooper
E. Tschirnie — Geo. H. Meeker — J. N. Fowler
Wm. B. Dunning — Percy A. Dreux — J. F. Chapman
Miss Edith L. Cohn — F. J. Hoyt — J. Sanderson
Henry Callaghan — R. Pratt — M. Carrick
H. J. Graves — Dr. Harold Brunn — Jas. Hutchison

Petition

Petition re- removing Reading Room Partition.

The following petition signed by a number of members of the Institute was received and read.

Petition to the Honorable Trustees of the Mechanics Institute to restore the Reading Room to its former size.

Whereas a partition has been constructed lengthwise across the Reading Room of the Mechanics Institute by which partition said Reading Room has been greatly diminished in size and in consequence is now (and will be more so during the Winter months) uncomfortably crowded.

We the undersigned reading members of the Institute petition the Honorable Trustees of said Institute to have said partition removed and the English Patent Records, which are very seldom consulted by any member, also removed to some other part of the building, and by so doing restore the Reading Room to its former size.—

Use of R.R. property Folsom St.

On motion of Mr Neald the petition was referred to the Committee on Books and Donations.

A letter was read from E. P. Vining, and submitting with it a copy of the agreement of the use of the Market St. Railway Company's property on the Folsom St. lot.

Buckley's offer.

The letter was referred to the Folsom St lot Committee

A letter was read from L. P. Buckley offering to obtain exhibits for the Fair on a percentage basis.

The matter was referred to the proper Committee.

Raschen applies for Art Dept.

A letter was read from Henry Raschen applying for position of Director of the Art Gallery of the next Fair, and referred to the proper Committee.

Three applications for positions in the Fair were read and ordered placed on file and acknowledged

The correspondence received and sent out since the last meeting of the Board was read.

Com. of whole.

The meeting then went into a Committee of the whole, with Mr Kendrick in the Chair to consider the amendments to the By-Laws.

New By Laws.

When the Committee arose Mr Kendrick reported to the Board that the Committee appointed at the meeting of May 2nd on By-Laws had submitted the following amendments:

—Committees—

Article II Committees.

Section 1. At the first meeting after the election of the Board, or as soon thereafter as may be practicable the President shall appoint fourteen standing Committees to consist of three members each, except in the case of the Management Committee which shall be composed of five members.

1— Finance
2- Buildings and Repairs
3 Library—
4- Lectures and Classes.
5 Printing and Advertising
6 Pavilion
7 Folsom St. property—
8 Management
9 Exhibits—
10— Machinery
11— Art
12— Music
13 — Tickets and Admissions
14 - Employees.

The first seven of the above named Committees shall meet at least once in each month, and shall present a written report quarterly, and the other seven Committees shall, during a Fair report to the Board at every meeting. Each Committee shall approve all bills incurred in its department before they are audited by the Finance Committee.

The duties of the various Committees are thus defined;

Section 2 Finance — This Committee shall have supervision of the books, accounts and finances of the Institute. It shall provide for the proper collection of Library dues, fees and rents, and audit all bills approved by other Committees, or ordered by the Board of Trustees. The Finance Committee shall examine the accounts of the Treasurer, Librarian and Secretary, and certify their condition quarterly, and shall report monthly the state of the finances, and make recommendations for maintaining the funds and increasing the resources of the Institute.

New By Laws

Sec 3 — Buildings and Repairs — This Committee shall have supervision of all buildings of the Institute, and report monthly their condition and all necessary repairs and improvements. It shall superintend all repairs and alterations ordered by the Board of Trustees, and shall make such recommendations as will improve the condition and value of the property.

Sec 4 — Library. It shall be the duty of this Committee to maintain a careful supervision of the Library in all its departments, and report monthly to the Board of Trustees its condition and make recommendations for the purchase of books and supplies required. In its final report this Committee shall present estimates of the amounts required for Library expenditures for the next fiscal year.

Sec 5 — Lectures and Classes — This Committee shall have supervision of Lectures and Classes, shall make recommendations respecting the same, and shall make provision for and superintend such as are ordered by the Board of Trustees.

Sec 6 — Printing and Advertising — This Committee shall supervise and direct all printing and advertising ordered by the Board of Trustees.

Sec 7th — Pavilion. The Pavilion Committee shall have charge and supervision of the Pavilion Block property, and shall report monthly to the Board its condition occupancy for the month, and future engagements. It shall superintend the renting of the Pavilion and other buildings, and strictly enforce the rules of the Board respecting the leasing and occupancy of the property.

Sec 8 — Folsom St. Property — This Committee shall have charge and supervision of the Folsom Street property, and report monthly to the Board its condition, occupancy for the month, and future engagements. It shall superintend the renting of the property, and strictly enforce the rules of the Board respecting the leasing and occupancy of the same.

Sec 9 — Management — It shall be the duty of the Management Committee respecting any proposed Fair or Exposition of the Institute to prepare and present to the Board of Trustees a plan or scheme for such Fair, to outline the policy to be pursued, the kind or character of entertainment to be given, and attractions to be secured.

New By Laws

This Committee shall formulate rules for the government of visitors, exhibitors and employees and proper and necessary police regulations; shall subject to the approval of the Board make all sales of privileges; determine the number and character of the premiums to be awarded to each class of exhibits; exercise general supervision over the Committee of Awards; and shall hear and determine all complaints referred to them for adjudication.

The Management Committee shall have the general supervision and government of any Fair during its continuance, except as provided otherwise by the Board.

Sec 10 Exhibits — It shall be the duty of this Committee to secure the exhibits for any Fair or Exposition, and determine their location in the Pavilion, except the exhibits of Machinery in Machinery Hall.

Sec 10 Machinery (Section 4) The duties of this Committee shall be to procure the necessary driving machinery, shafting, etc., and to exercise a general supervision over the gas, water, steam, fire and machinery departments of the Pavilion, and over persons employed in connection therewith.

This Committee shall have charge of the locating of all exhibits of machinery.

Sec 12 Art — This Committee shall have entire charge and supervision of the Art Department of all Fairs and Expositions, and of the decoration of the building.

Sec 13 Music — This Committee shall have charge and direction of the music and all the special entertainments or events at Fairs and Expositions.

Sec 14 Tickets and Admissions — This Committee shall recommend to the Board the kind and price of tickets of admission.

It shall prepare suitable designs for tickets which on order by the Board shall be supplied by the Printing Committee which Committee shall account to the Finance Committee for all tickets printed and delivered to the Committee on Tickets & Admissions.

The Committee on Tickets and Admissions shall direct and superintend the sale of all

New By Laws.

tickets, and the distribution of complimentary tickets, and shall account to the Finance Committee for all tickets received from the Printing Committee, by turning over to the Finance Committee all tickets or the money values of them.

The tickets taken up at the doors shall be counted and destroyed daily (no tickets shall be resold) and a daily record kept of the number, kind and value of all tickets sold and taken up.

In the case of season tickets lost or spoiled, and a duplicate issued by the Committee, a receipt shall be taken, which shall be in evidence in account for the duplicate issues.

The receipts in money shall be turned over daily to the Treasurer or to his proper representative. No ticket shall be issued from the Ticket Office of any Fair or Exposition without being properly countersigned by the Committee on Tickets and Admissions.

The Committee on Tickets and Admissions shall report daily the business of the Ticket Office to the Board of Trustees or to the Finance Committee.

14 Employees— The Committee on Employees shall have supervision of all employees of the Board of Trustees, and shall see that such employees faithfully and efficiently perform the duties assigned to them, and shall report to the Board any delinquency or incompetency.

This Committee shall inform the Board when it is proper or necessary to increase the number of or to discharge any employees.

Amendments in Com. of Whole.

Mr Kendrick stated that the Committee of the whole had taken the following action on the amendments.

Mr Healy in the Committee had offered an amendment that the Employees Committee be placed eighth in the numerical order of Committees— and the Committees numbered in the amendments as above from eighth to thirteenth inclusive be each numbered one higher, and that the wording of paragraph of section 1 succeeding the order of Committees be changed to read "The first eight of the above named Committees etc." and that the wording of paragraph on the duties of the Committee on Employees read as follows: "The Committee on Employees shall have supervision

New By Laws.

of all permanent employees of the Institute, except the employees of the Fairs, and shall see that such employees faithfully and efficiently perform the duties assigned to them, and shall report to the Board any delinquency or incompetency.

Amendments in Com. of Whole.

This Committee shall inform the Board when it is proper or necessary to increase the number of, or to discharge any employees."

Mr Dienecke moved that an additional section be added to the Article to read as follows:

"The recommendations to the Board for Employees at the Fairs shall be made as follows:

For all laborers, carpenters and painters by the Committee on Exhibits

All watchmen, porters and wardrobe employees, by the Committee on Management.

All decorators, Art Gallery employees and the Superintendent of the Art Gallery, by the Art Committee.

All ticket sellers, by the Committee on Tickets and Admissions.

All doorkeepers, by the Finance Committee

All engineers, firemen and mechanics for lighting and water, by the Machinery Committee.

Mr Kendrick reported that the amendments of Mr Healy and Mr Dienecke to the amendments as proposed by the Committee on By-Laws had been adopted in the Committee of the whole by the following vote: ayes— Culver, Brunt, Heald, Healy, Kendrick, Fraser Mr President (7) Noes- Neal. ~~Wallace~~ (2) Declined to vote— Mr Tickner (1)

Sense of By Laws re duties of Man. & Ex. Coms.

Mr Kendrick further reported that it was the sense of the Committee that the understanding should be ~~that the foregoing understanding should be~~ that the Committee on Exhibits should take charge of the building and exhibits before the opening of the Fair, and that thereafter the Management Committee should take charge.

The amendments to the By-Laws as proposed by the Committee of the whole together with the amendments to them proposed by Mr Healy and Mr Dienecke, and adopted in the Committee of the whole were then

New By Laws

submitted to the Board for action.

Mr Brunt withdrew.

A motion was made that the amendments to the By Laws as presented to the meeting by the Committee of the whole be adopted-

Mr Nelson moved that the By-Laws as recommended be referred to a new Committee he stating that in his opinion such action was necessary to put them in proper shape.

Mr Nelson's motion was lost.

Mr Nelson then moved that the section providing for the Committee on Employees be stricken out.

By Laws adopted.

No second to the motion.

The motion to adopt the amendments as presented by the Committee was then carried ~~out~~, by the following vote; ayes- Culver. Heald. Healy, Kendrick- Fraser Tuckner. Mr President. (7) Noes- Neal, Nelson (2)

Tuckners amendments laid over.

The amendments offered by Mr Tuckner at the meeting of May 2nd were laid over until the next meeting

Charge for space.

Mr Kendrick spoke of the matter of getting a complete cannery at the next Fair -

The recommendation of the Management Committee laid over from the earlier part of the evening in relation to charging for space. and referring the same to the proper Committee was then adopted.

The meeting then adjourned.

J. M. Hemmings
Secretary

J. P. Heald
Recording Secretary

San Francisco May 23rd. 1899.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building this evening at 8 o'clock by Vice President Kendrick. present Trustees Culver- Heald. Healy, Kendrick. Neal. Plum. Presson. Fraser. Wallis (9) Absent- Trustees Brunt. McLaren. Tuckner. Nelson. Mr President (5)

The minutes of the previous meeting were read and approved.

Presson departs

Mr Presson stated that he would be leaving for the East shortly, and would be away for about three months. and that the President had appointed

Kend. on Fin. Com.

Mr. Kendrick to act on the Finance Committee during his absence.

Wallis & Presson on Man. Com.

The Chair announced that the President had appointed Messrs Wallis and Presson as the two new members of the Management Committee, the By-Laws so providing for five members on that Committee.

Mr Healy for the Committee on Books and Donations presented the following report, which was adopted:

San Francisco. May 23, 1899

To the President and Board of Trustees

Gentlemen:-

Library Com on moving Partition in Reading Room

Your Committee on Library to whom the petition in relation to the Periodical Room was referred report as follows:

By referring to our minutes of December 6, 1898 we find that among other things the Librarian recommended to the Board that the British Patent Reports be moved from the west front room of the second floor to the small upper room and the Board Room on the third floor, and the recommendation was adopted. On February 9th, it was found after careful measurements and discussion that the space so recommended is not adequate to contain the number of British Patent Reports that we found must be moved taking the annual increase of 150 volumes into account. It is unnecessary to inform you that this problem of finding room for the natural increase of the Library is not a new one. We have considered it frequently since we commenced to store some of our best books in the basement where many of them now are. This moving the reports to their present location was not a matter of choice with us. We are compelled by the nature of the conditions prescribed by the British Patent

Report on moving Partition in Reading Room

Office to place their reports in a position prominent and accessible to investigators. We could not under such conditions store them in the basement. The basement is neither prominent nor accessible, and has other disadvantages not necessary to mention. The reports could not very well be shelved in the Chess Room, the only other available space as the quiet necessary for the investigation of abstruse mechanical problems does not in the nature of things obtain in that room. There was no other space available that would contain this most valuable collection and its annual increase therefore we were compelled by the nature of things to find space where it existed. In selecting the western end of the Periodical Room we have taken the only available space in this building, and we have taken it as sparingly as possible. The cubic area of the room has been disturbed but very little, the light and ventilation being provided for about the same as it was before the change. You will remember gentlemen that prior to the moving of the Library to the lower floor, some seven or eight years ago, there was a permanent partition in the south end of the Periodical Room. This partition cut off fully 20 feet from the south end of the room, and we do not remember that any complaints was made by the occupants of that time. The annual book accessions of the Library is over 3000 volumes as you will see by referring to our last annual report— this increase occupies about 300 lineal feet of shelving and room must be made for them somewhere. The west room on the middle floor has been selected to hold this annual increase which it may do for a very few years. In looking over the two lower stories we find that our Library is much congested— Our only hope is to take the President's advice and proceed to erect a permanent building, and do it at once. This is undoubtedly the desire of the Board, and has been the desire of many Boards of Trustees that have preceded us. but looking at the condition of our affairs with $6,000.00 annual interest on our indebtedness and with no reason to hope for great profits from our future Fairs we are driven to economy, and any arrangements for remodeling this Library Building that would look like permanency and compel us to borrow money would, in the estimation of your Committee be money wasted. We are therefore constrained to ask the occupants

of the Periodical Room to be patient, remembering that one reason for the crowded appearance of our room, is the fact that our shelves and tables are now crowded with a wealth of reading matter that we did not enjoy when our Institute was young and our rooms comparatively empty. We all hope that the inconvenience will be but temporary, and that arrangements may be made in the near future for a whole floor to be devoted to periodicals and newspapers. At present we are doing the best we can with the space at our disposal. We therefore recommend gentlemen, that the partition as erected in the Periodical Room by the Building Committee remain until some more satisfactory arrangements can be perfected.

Respectfully submitted
P J Healy
Library Com. R Kendrick

For the Printing and Advertising Committee Mr Neal presented the following report, action on which was laid over until the same was signed by a majority of the Committee.

San Francisco May 23, 1899

To the President and Board of Trustees.

Gentlemen:

Advertising appropriation for Fair, Approved June 6

Your Committee on Printing and Advertising recommend that the appropriation for properly advertising the Fair be fixed at $2.500. We submit a list as follows showing about the manner in which $2,000.00 of the same will be expended the balance of $500. to be used for such other advertising as will doubtless be found available

Abend Post	$20.00	(Daily Papers) Forward	155—
Al. Demofrat	20.00		
El Commercio	5.00	Call—	$276.50
Franco Californien	10—	Chronicle	276.50
Nord Stern	10—	Examiner	276.50
Chinese World	10—	Post	158.—
L'Italia	5—	Bulletin	158
Oakland Enquirer	38—		$1,145 50
Voce del Popolo	5—	Street Cars 2 months	300—
Tageblatt	10	75 Bill Boards	300—
	$155—	Extras	100
			700
		Total	$2,000.50

We recommend that an Artist be employed to make sketches for the daily papers. This plan was followed during the Mining Fair, and an Artist paid at the rate of $2.00 per sketch, the results more than justified the expenditure.

Respectfully submitted
Robt A Neal

(June 6/99 the report was signed by Osborn & Brunt and adopted)

May 23/99. Special.

Artist Employed for papers.

The recommendation in the report in regard to securing an artist was adopted and the Printing & Advertising Committee authorized to secure sketches for the newspapers at a cost of $2.00 each.

The Committee on Folsom Street lot presented the following report which was adopted –

San Francisco May 23, 1899.

To the President and Board of Trustees –

Gentlemen:–

Folsom St.

Your Committee on Folsom St. lot reports as follows:

Agreement with Market St Co

1st: We recommend the adoption and execution of the accompanying agreement with the Market Street Railway Company, in regard to the use of their property at Sixteenth & Folsom St. grounds.

2nd We recommend that the carriage gate at Fifteenth & Folsom Sts. be fitted at once with new track and wheels as the present arrangement is not strong enough.

Flag needed

3rd– We recommend that a flag and pennant with necessary ropes be purchased.

Respectfully submitted –

Folsom St Com. Geo. H Wallis –
Robt. H Neal
Rodney Kendrick

Market St Ry Agreement

Agreement with Ry Co. for use of Pavilion

Memorandum of Agreement made this 26 th day of June A.D. 1899. by and between the Market St. Railway Co., a corporation duly incorporated and existing under the laws of the State of California, first party, and Mechanics Institute, a like corporation, second party.

Whereas, said second party is the owner of a certain block of land in the City and County of San Francisco, State of California, bounded by Fifteenth Sixteenth, Harrison & Folsom Sts., on which there are now situate certain temporary improvements, being a Club House, Grand Stand & Flag Poles and Bleachers, the property of the first party, the use whereof said party desires to have and retain during the period hereinafter named.

Now therefore, the first party grants to the second party the right to use all of the temporary improvements and personal property hereinbefore referred to, so long as said second party shall continue to use the premises aforesaid, for the purposes of an open-air recreation ground as at present; provided, nevertheless, that said first party hereby reserves the right to terminate said use at any time upon sixty days notice in writing to that end served by it upon said second party, and said second party covenants and agrees to and with said first party that upon the abandonment of the use by it of said premises for the purposes aforesaid or at the expiration of said

sixty days notice to be given as aforesaid, it will return all of the personal property, consisting of the temporary improvements hereinbefore referred to, and the use of which is hereby granted to the first party, in as good order and condition as it now is, ordinary wear and tear for the uses aforementioned excepted. All of said personal property to be removed from said premises by said party of the first part.

In witness whereof, the parties hereto have caused these presents to be executed by their officers thereunto duly authorized, under their several corporate seals, the day and year first above written –

Market St. Railway Co.
By J. L. Gallett Secretary
Mechanics' Institute
By Ernest A. Denicke, President
Joseph M Cumming, Secy.

Noriega and Pav.

A letter was read from Frank Noriega requesting to be allowed to rent the Pavilion for September 8, 1900 The letter was ordered acknowledged, and referred to the Pavilion Committee.

Examiners get Ballot Box

A request from the "Examiners" for the use of the glass ballot box for the purpose of holding the dime subscriptions to the "Dewey Loving Cup Fund" was received, and the request granted.

The correspondence received and sent out in connection with the Fair was read.

Calling motors

Two letters from Electrical companies in regard to supplying motors, were read and referred to the Machinery Committee –

The amendments offered by Mr Tuetner at the meeting of May 2 nd were laid over until the next meeting.

The meeting then adjourned.

Jos M Cumming
Secretary

R H Neal
Recording Secretary

San Francisco, June 6. 1899

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Institute Library Building to-night at 8 o'clock, present Trustees Brunt. Heald. Healy. Kendrick. Wallis Fraser. Wilson. Mr President (8) Absent Trustees Culver, McLaren, Neal. Plum. Presson. Tiebnen (6)

The minutes of the previous meeting were read and approved.

Mr Heald for the Finance Committee presented the following report:

Minutes read & Report of last meeting approved.

San Francisco, June 6. 1899

To the President and Board of Trustees-

Gentlemen:-

Your Committee on Finance would report

Cash on hand-June 6. 1899- $3,538.60

The present bills amounting to 1,889.30

and recommend that they be paid.

Respectfully submitted-

Finance Com. { E.P. Heald
R. Kendrick

San Francisco, June 6th, 189

INSTITUTE

1- Pay Roll			
F. J. Teggart,	150.00		
F.B.Graves,	110.00		
J.H.Wood,	90.00		
R.D.Colquhoun,	85.00		
Mrs.M.E.Southworth	65.00		
W.R.Williams,	60.00		
W.H.Woolcock,	45.00		
F.J.Gilman,	30.00		
W.Henry	15.00		
Miss S.Huntington	8.50		
F.E.Harris,	50.00		
A.Citron,	50.00		
L.P.Latimer,	30.00		
G.A.Behrnd,	30.00		
Jos.M.Cumming,	150.00		
A.Ahern,	45.00		
J.A.Jackson,	90.00	1,103	50
2- F. J. Teggart,		8	30
3- Jos. M. Cumming,		164	05
4- University of Cal.		500.	00
		1,775	85
31st Industrial Exposition.			
1- Pay Roll			
Carl H. Clark,		87	50
2- Jos. M. Cumming		25	95
		113	45
Total of 2 columns,			1,889.30

The report was received, and the bills ordered paid by the following vote: ayes- Brunt. Heald. Healy. Kendrick. Wallis. Fraser. Wilson. Mr. President (8) Noes- None.

Mr Healy for the Library Committee recommended the purchase of books amounting to $2,29.16

The recommendation was adopted by the following vote: ayes - Brunt. Heald. Healy, Kendrick, Wallis Fraser. Wilson, Mr President (8) Noes - None.

The report of the Printing & Advertising Committee presented by Mr Neal at the last meeting and signed only by him, was again presented with the signatures of the other two members of the Committee.

On motion of Mr Wilson the report was received and approved.

Jackson gets vacation

Pavilion Committee - The Secretary stated that Mr Jackson, janitor of the Pavilion, was quite sick, and the Pavilion Committee thought that he should have a vacation.

A motion was made that Mr Jackson be given a two weeks vacation

Mr Healy moved as an amendment that Mr Jackson be granted one month's vacation, he to provide a suitable substitute in his place.

The amended motion was carried.

Citron complained of.

Employees Committee- A letter was read from Mr Graves Acting Librarian, stating that complaint had been made that A. Citron one of the janitors, had found a ladys purse in the Library, and on the lady calling for it he had asked for a reward.

The matter was referred to the Employees Committee.

Cal. Elec Wks proposition for light.

The Machinery Committee presented the following letter in regard to light and power for the Fair.

San Francisco June 6, 1899

Mechanics Institute
City

Dear Sir-

We have estimated upon making an exhibit of electrical machinery at the Mechanics Institute in September. We find that it will be possible for us to make an exhibit on a large scale provided we are allowed the exclusive right of supplying current for light and power to all consumers. We would expect to supply

Cal Elec Co's proposition for lights.

the Mechanics Institute with the incandescent and arc lights required at the same rates as those charged by the Lighting Companies- namely - 10¢ per 1000 watts - We would also expect to make a rate to exhibitors the same as they have been charged in previous years. We have estimated that about two thousand 16 C.P. lamps will be required and between 80 and 100 horse power for power purposes. We would be willing to arrange for power in either of the following ways:

First - where you will supply us the free use of the boiler and engine you now have, which would be operated at our expense. We would agree to supply you at actual cost with power machinery necessary to run the line shafting in the machinery annex, which we understand is approximately 40 H.P.

Secondly - the boiler and engine to be operated at your expense we paying you actual cost of the labor and material for power we would consume and sell.

The result in either of the above propositions would be about equal. We estimate that if we were granted the lighting privilege we could make the above exhibition at comparatively little expense. We also believe that it would add greatly to the attractiveness of the Fair, as we would have a large amount of electrical machinery in actual operation, and would produce all of the electric light that would be used in the building.

We could only make this exhibition on condition that we were to bear no expense of wiring the building. We at one time estimated that the work of installing wires throughout the building would cost three thousand dollars. Since that time most of the prices upon material have advanced, and we do not believe that it could be done for less than thirty five hundred dollars at the present time. it would have to be understood that this expense would be borne by you.

We would be glad to have you consider this proposition, and if favorably disposed kindly advise us when we can take the matter up with you in detail. It will be necessary for us to

receive a reply at an early date as the machinery would have to be procured from the East, and the manufacturers would undoubtedly wish to make special preparations before shipping.

Respectfully yours
California Electrical Works

The letter was received and referred to the Machinery Committee.

The Art Committee presented the following report:

San Francisco, June 6. 1899 -

Art Com. recommends Raschen

To the President and
Trustees of the Mechanics Institute

Dear Sirs:-

Your Committee to whom was referred the application of Henry Raschen for the position of Superintendent of the Art Department of the Mechanics' Fair, recommend that he be elected to the position on the same terms on which he has served at the past two Fairs; said service to begin at once and continue until the pictures are delivered to their owners at the close of the Fair.

Very respectfully
E P Heald
Art Committee
P J Healy

Wilson wants Capt. Fletcher

Mr Wilson suggested that Captain Fletcher, recently appointed to a position in the Art Association, might be a better man for the position than Mr Raschen, and on motion of Mr Wilson the report of the Art Committee was referred back to the Committee for one week.

The Secretary stated that progress was being made in obtaining exhibitors for the Fair, and that up to date 36 applications had been filed for 3.800 feet of space.

Agreement for foot ball Folsom St

The Committee on Folsom Street lot presented a statement of the agreement about as arrived at with the Managers of two College Football teams in relation to the rent of the Folsom Street grounds for football matches next Fall. Some objection was made by some of the Directors to the agreement of the Institute to supply sufficient men to guard the fences during the game.

The matter was referred back to the Committee

June 6/99.

The Music Committee presented the following report, which was adopted.

San Francisco June 16. 1899

To the President and Board of Trustees -

Gentlemen:-

Music. Your Committee on Music recommend that steps be immediately taken to secure the music and special musical attractions for the 31st Exposition, and would ask to be instructed to submit proposal for the same at the next meeting, or as soon thereafter as may be practicable.

Your Committee believe that early action is necessary in this direction in order to secure the most desirable service, as further delay will permit other enterprises to absorb the best available talent in the market.

Respectfully submitted -

Committee { Rodney Kendrick
Robt. H. Neal

The Librarian presented his report for the month of May which was received, and the following names mentioned as having joined the Institute were on motion approved

New Members.

Mrs A N Lemon -	Miss M E Speakman -	F W Spencer
T B White	Mrs F S French	Chas Demes
R H H Hunt -	E J Smith	J H Amrath
Mrs J H Jordan	Lane & Lewey	Fred Schrut
Robt. S Knight -	Milfred Page. Jr.	N Clark
W J Conway	E K Jack -	Miss M L Douglas
J R Archer -	J R Thane -	N Feeney
Miss L Harper -	W H Bull -	L Frodsham
Thos. Boysen -	Edw. Lynch -	D F Gillies
M F Binder -	N Coates	Jno S. Varnille

The Librarian presented his report for the quarter ending May 31st which was received and referred to the Quarterly meeting.

The Secretary presented his report for the month of May which was received and ordered spread on the minutes -

Secty Report.

- Secretary's Report - (Month of May 1899)

To the President and Board of Trustees

Gentlemen

I submit herewith financial statement for month of May 1899.

May 1st. 1899 - Cash on hand 470.69

Receipts

Dues -		$ 918.50	
Entrance Fees		48.00	
Books, Pd. fines & extras -		185.10	
Library Bulletin ads.		23.90	
Jalson St Lot		36.45	
Insurance Reduction		78.00	
Bills Payable		600.00	
Mutuale Savings Bank		325.00	
31st Industrial Exposition		405.00	
Donation		272.85	
Pavilion Hayes St. Rents	443.70		
Rents	670.00		
Gas	53.65		
Mantels	8.60		
Lighting	16.00		
Labor	13.-		
License	10.-		
Damage	3.50	1.218.35	
			6.441.15
			6.911.84

Expenditures

Binding	166.42		
Books	414.89		
Books sick fund	30.24		
Classes	60.00		
Expense	214.21		
Insurance	692.50		
Interest	18.75		
Library Bulletin	75.25		
Lighting	208.83		
Lectures -			
Printing	23.75		
Honorarium	30.-		
Illustrating	20.-		
Moving chairs	12.-	85.75	
Music		28.69	
Periodicals		147.76	
Printing & Stationery		144.64	
Repairs		304.70	
Salaries -		616.75	
Library		195.-	
Institute		41.40	
Jalson St Lot			
Agent	47.-		
Water	6.75		
Interest	500.-		
Improvements	124.15		
Sundry	1.25	679.20	
Pavilion			
Salary	90.-		
Water	27.60		
Hayes St	13.60		
Repairs Hayes St	17.40		
Gas	52.96		
Repairs	93.75		
Insurance	103.60		
Labor	6.-	403.91	4831.29
June 1st 1899 Cash on hand			2080.55
			6.911.84

Respectfully submitted

Jos M Cumming Secty

June 6/99.

The Secretary's Quarterly report was read, and on motion referred to the Quarterly meeting

Convention for Irrigation Waters

A letter was read from a number of prominent citizens of the City showing the necessity of state action for impounding the winter flood water of the State, and asking the Institute to join in a call for a convention to be held in this City on the matter.

On motion it was resolved to sign the call for the convention.

Buckley applies for Press Agent

A letter was read from L. A. Buckley making application for the position of press agent during the Fair, and referred to the Management Committee

~~The different lectures offered by Mr. Tichner at the meeting of ——— were laid over~~

The different letters received and sent out in connection with the Fair were read, among them being a letter from Attorney Bert Schlesinger stating that the Secretary of the Treasury had decided that the Filipinos for the Fair could be admitted to this City.

The amendments offered by Mr. Tichner at the meeting of May 2/99 were laid over until the next regular meeting.

Dolan's resolution re sale property

The resolution offered by Mr. Doolan, and adopted at the last Annual meeting in regard to the sale of the Pavilion and Folsom St. properties and instructing the Trustees to obtain the opinion of the members on same, was then brought up, but no action taken.

Patton leaves bequest

The Secretary stated that it had been mentioned in the newspapers that Mr. Wm. Patton, recently deceased, had bequeathed his architectural library to the Institute.

The matter was referred to the Library Committee

Results of letters soliciting membership

The Secretary stated that 3,000 letters had been sent out by Weil's Addressing Bureau in April, May and June, soliciting membership for the Institute with result, that in April 8 members had joined therefrom, in May 7, and in June 20.

On motion the letters were ordered sent out for three months more

The Secretary presented the following form of contract for space in the Fair

Space Contracts

which was adopted, and referred to the Printing and Advertising Committee with instructions to have printed.

Exhibitors' cards, circulars and samples can only be placed within their own space for distribution.

The most useful means will be taken, through the agency of the police and otherwise, to guard and protect the property on exhibition, and it will be the purpose of the Management to return all articles to the owners without loss or injury; to add to the reputation of their wares, the Mechanics' Institute or the Management will, under no circumstances, be responsible for any loss or injury to articles placed on exhibition, which must be intrinsically of owner's title.

In order to preserve the general harmony of the Exposition, and make the display of goods attractive, the Board of Trustees reserve the right to direct the general arrangement of the articles on exhibition, and to regulate the character of all signs and advertisements.

The erection of all booths must be under the direction of the Management of the Exposition, and all plans and exhibits must be submitted to it a reasonable time before the opening of the Exposition for its approval.

Partitions may be erected in various parts of the building, but only with the consent of the Management as to the heights and general characters. Exhibitors signs shall not be more than twelve inches in width, and placed not more than nine feet from the floor, except on the walls of the building, and under no circumstances will cloth or paper signs be allowed higher than the partitions.

All building and inflammable material must be made fireproof in accordance with the fire ordinance.

The employee's tickets will be issued at the rate of $1.50 each, if in the option of the Management, such tickets are necessary for the proper care of the exhibits. Such tickets are not transferable and if presented by any one other than the person to whom issued, shall be forfeited.

Two employee's tickets will be issued with each 100 square feet paid for and occupied by exhibitor, but additional employee's tickets will be issued at the rate of $1.50 each, if in the option of the Management, such tickets are necessary for the proper care of the exhibits.

Exhibitors may be admitted to the building from 8 A.M. to 10 P.M. each day, Sundays excepted, during the Exposition, and will be entitled to admission for themselves and employees, by the use of tickets issued by the Management, but not transferable. Employee's tickets found to be unnecessary for the purpose for which they were issued, must be returned to the Committee on Management.

Any ticket presented at the door for admission in violation of the rules thereon shall be forfeited.

The Board of Trustees shall have the sole right to interpret these rules and conditions and shall have the right at any time to modify or change these rules, or any of them, or make such others as necessity and promptity may demand, or that in their judgment will be for the best interests of the Exposition.

For further information, apply to

JOSEPH M. CUMMING,
Secretary, 31 Post Street, San Francisco, Cal.

Presson gets leave.

On motion Mr Presson was granted leave of absence for sixty days.

Mr Wilson moved that 1,000 copies of the Constitution and By Laws be printed.

No second to the motion

Resolution re sale Property.

Mr Wilson then presented the following resolution in connection with the discussion previously held in regard to the resolution of Mr Doolan adopted at the Annual meeting—

"Resolved that the Board of Trustees consider it inexpedient at the present time to agitate the question of selling any real estate belonging to the Institute"

The resolution was adopted—

Am. Dist. Tel. Co. for Fair.

The Secretary stated that the American District Telegraph Co. had given a contract for a $20.00 advertisement in the Fair paper with the understanding that this $20.00 should be deducted from their bill for messengers if a bill was contracted—

The Secretary asked for instructions as to whether he could promise the Management of the "Fair Daily" whether the Institute would deduct this amount from the bill of the American District Telegraph Co. and pay it to the "Fair Daily"

The matter was referred to the Finance Committee

The meeting then adjourned.

~~E. M.~~ Cumming
Secretary

A. Heald
Acting Secretary

June 6/99.

Convention for Irrigation Waters

The Secretary's Quarterly report was read, and on motion referred to the Quarterly meeting

A letter was read from a number of prominent citizens of the City showing the necessity of state action for impounding the winter flood water of the State, and asking the Institute to join in a call for a convention to be held in this City on the matter.

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which was adopted, and referred to the Printing and Advertising Committee with instructions to have printed.

Space Contracts

Application No......

CONTRACT FOR SPACE

MECHANICS' INSTITUTE--31st INDUSTRIAL EXPOSITION.

SEPTEMBER 2nd, -- OCTOBER 7th, 1899.

SAN FRANCISCO,..... 1899.

The undersigned agrees to take and occupy during the 31st Industrial Exposition of the Mechanics' Institute, to be held at the Mechanics' Pavilion, San Francisco, from September 2nd, 1899, to October 7th, 1899, inclusive, the following space as designated upon the official plan of said Exposition, viz.:.....

.....

for a display of.....

.....

and will pay for said space..... DOLLARS, payable fifty per cent. on acceptance of this agreement by the Mechanics' Institute, and the balance on or before August 25th, 1899.

This Agreement is subject to the rules and regulations of the said Mechanics' Institute, 31st Industrial Exposition, and the undersigned waives all claims and privileges except as stated and provided for therein.

Signed.....

Address.....

Accepted by Mechanics' Institute.

.....Secretary.

OFFICE OF MECHANICS' INSTITUTE, 31 Post Street.

JOSEPH M. CUMMING, *Secretary.*

See other side for extract from rules and regulations.

Person gets leave

...leave of ...the

Resolution re sale Property

...ing resolution ...ously held ...lan adopted

Am. Dist. ad for Fair

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The resolution was adopted.

The Secretary stated that the American District Telegraph Co. had given a contract for a $20.00 advertisement in the Fair paper with the understanding that this $20.00 should be deducted from their bill for messengers if a bill was contracted.

The Secretary asked for instructions as to whether he could promise the Management of the "Fair Daily" whether the Institute would deduct this amount from the bill of the American District Telegraph Co. and pay it to the "Fair Daily"

The matter was referred to the Finance Committee

The meeting then adjourned.

~~J.~~ M. Cumming
Secretary

E. B. Neall
Recording Secretary

Quarterly Meeting.

San Francisco. June 10th 1899.

Quarterly meeting of the members of the Mechanics Institute, called to order in the Mechanics Institute Library Building to-night at 8 o'clock. by President Ernst A Denicke, a constitutional quorum being present.

The minutes of the Annual meeting of March 11. 1899 were read and on motion approved

The following report of the Librarian for the past quarter was received, and on motion adopted as read.

Librarian Report.

San Francisco June 6/99.

To the President and Board of Trustees

Gentlemen:-

I herewith present a report of Library business for the quarter ending May 31st/99

Receipts

New Members -	168 -	
Life Member -	50 -	
Quarterly Dues -	4.821.50	
Books paid for (14)	17.50	
Fines (1107)	155.10	
Extras (1642)	164.20	
Evening Classes	19.50	
Advertising Bulletin	46.50	
Subscriptions to Bulletin	.50	
Sundries, sale of fines -	3.45	5,446.25
Total Deposits		5,446.25

Membership

1 Life Member and 168 subscribing members have joined the Institute, 144 have withdrawn, and 150 were dropped by order of the Board, leaving now on the list 4.001 members

Books

There were added to the Library 1.375 volumes, classified as follows:

Bibliography	19	Periodicals	86
Philosophy	9	Theology	28
Sociology	198	Philology -	2
Natural Science	63	Useful arts	92
Fine Arts -	84 -	Poetry & Drama	41
Fiction & Juvenile -	415 -	Literature & Essays	31
Travel & Description	96 -	Biography	34
History	77		

They were acquired by

Purchase - 914. Gift 201 Binding 160

In addition 120 pamphlets were presented and 3 purchased, making total accessions 1.398

Binding

160 books were bound, and 355 old volumes rebound.

Circulation -

There were given out for home use 40.327 volumes, a daily average of 523; in addition 203 pieces of music were issued making total circulation of 40,530.

The Library was open 77 days.

Respectfully submitted

Frederick J Teggart

Librarian

The following report of the Secretary for the past quarter was read, and on motion received and ordered spread on the minutes.

Secty Reports.

San Francisco June 6 1899

To the President and Board of Trustees

Gentlemen -

I submit herewith financial statement for quarter ending May 31st 1899.

March 1st 1899 - Cash on hand - 4.334.56

Receipts

Dues -	4.821.50	
Entrance Fees	168.00	
Life Membership	50 -	
Books paid for Fines & Extras	336.80	
Bills Payable (money borrowed)	4500 -	
Donations	310.40	
Post St Rents	975 -	
Classes, Fees	19.50	
Insurance Reduction	78 -	
Library Bulletin	47 -	
Expense a/c -	3.45	
Folsom St Lot - Rents -	193.65	
31st Industrial Exposition	405 -	
Pavilion		
Rents -	1045 -	
Hayes St.	1094.10	
Gas	92.10	
Mantels	15.50	
Damage	10.75	
Lighting	25 -	
Labor	13 -	
Licence	10 -	
Sale Old Junk	1.50	2306.95

4,215.25

$18,549.81

Secty Report.

Expenditures

Advertising	1.95
Binding	251.95
Books	1072.29
Books-Lick Fund	86.85
Classes	180 —
Expense	797.02
Fuel	31.82
Furniture	84.03
Insurance	692.50
Interest	18.75
Lectures	215.75
Library Bulletin	112.25
Lighting	286.45
Printing & Stationery	284.99
Music	30.34
Periodicals	173.90
Salaries-Institute	585 —
Salaries Library	2.266.45
Repairs	324.70
Taxes	778.39
Water	58.80
31st Ind Expos.	1500 —
Folsom St Lot-	
Interest	1500 —
Taxes	450.60
Wages	134.15
Improvements	124.15
Sundries	1.30
Water	6.75 2216.95
Pavilion-	
Salaries	270 —
Labor	10 —
Repairs	1.209.30
Insurance	388.50
Taxes	1.998.34
Gas	359.20
Mantels	12.69
Lighting	26 —
Water	35.50
Water-Hayes St.	20.40
Repairs	82.40
Sundry	5.50 4.417.83 16.469.26
June 1st 1899 Cash on hand	2.080.55 18.549.81

Respectfully submitted
Jas M Cumming Secy.

Presidents Report.

The President made a verbal report that a partition had been built in the Reading Room of the Library making another room in which to store the British Patent Reports, and a protest had been made about it by a number of members, and the answer to the protest was printed in the June number of the Library Bulletin;

That new chairs had been put in the Reading Room.

That the first and second floors in the Chess Room would be painted and papered next month;

That the Library Bulletin had been ordered continued another year.

That extensive improvements would be made on the Folsom St grounds rendered necessary by the lease of the grounds to the College Football teams this coming Fall.

That progress was being made with the Institute Fair;

That the resolution of Mr Doolan adopted at the Annual meeting in regard to the sale of the Folsom St. and Pavilion properties had not been acted on, and that the Trustees had adopted a resolution that it is inexpedient at the present time to agitate the question of the sale of any property belonging to the Institute.

Under unfinished business the amendment to the Constitution proposed by L F Compton at the last Annual meeting was considered.

Comptons amendment.

Mr Compton moved that speeches on the above Speeches limited. be limited to five minutes, and that a speaker be limited to speak once, until all those who wished had spoken.

The motion was carried.

Mr Compton then moved the adoption of the amendments as offered by him at the last Quarterly meeting.

Comptons amendment lost.

After a lengthy debate the vote was taken and on a division being called, the Chair appointed L F Compton and Jos M Cumming tellers.

The tellers reported 37 ayes and 34 noes, whereon the Chair declared Mr Compton's motion lost.

Saulman wants door open.

Mr J Saulman then made a complaint about the entrance on the second floor of the Library being closed. He stated that it was very inconvenient for members who would be on the third floor who wished to consult books on the second floor as they

are obliged to go downstairs to the first floor, and then up again to the second floor.

The President stated that the Board had ordered the door closed at the time the stairway was being built connecting the first and second floors inside of the rooms, as it was thought that it would provide a better method of watching the Library and preventing books from being stolen.

Mr Saulman moved that it be the request of the members that the door be opened.

On motion of Mr Deamant, Mr Saulman's motion was referred to the Board of Trustees.

Amendment offered

Mr Bernard Dienenfeld then offered the following amendment to the Constitution.

To amend Section 1 of Article XVI. to read as follows

"This Constitution shall not be altered or amended except by a vote of two-thirds of the members present at a stated meeting of the Mechanics' Institute, written notice being given at a prior quarterly meeting, said written notice being signed at some time previous to said prior quarterly meeting by at least five per cent of the members of the Institute."

Mr Dienenfeld afterwards withdrew the amendment, and the following amendment was substituted by Mr D Kinne.

Amendment offered

To amend

Section 1 of Article XVI of the Constitution to read as follows:

No amendment or nor addition to this Constitution shall be made unless such amendment or addition shall be proposed in writing, signed by ten members in good standing, at a quarterly meeting of the Mechanics Institute, and unless the same shall be approved by a majority of voters then present, it shall be then and there rejected. If it receive such approval it shall be considered at a subsequent Quarterly meeting of the Institute, when if it receives the votes of at least two-thirds of the members at such meeting it shall be adopted.

D Kinne.

Amendment offered

Mr P J Healy then offered the following amendment to the Constitution:

"Upon the death or removal of a subscribing member in good standing the membership may be transferred to the party interested or legally entitled thereto, without payment of initiation fee."

P J Healy

Amendment offered

Dr E S Clark then offered the following amendment to the Constitution

"I hereby offer the following amendment to Article 7, Section 1, of the Constitution, so that it shall read as follows:

"The affairs of the Association shall be "administered by a Board of 14 Trustees, "seven of "whom shall be elected annually by the members "on the last Tuesday in February to serve "two years."

Dr E S Clark

Saulman objects - says No Quorum

A motion to adjourn was then made, but before adjournment was taken, Mr Saulman raised the point of order that no quorum was present when the amendments were submitted; the amendments having been submitted before the point of order was raised the Chair declared the point of order not well taken.

After a short discussion on the advisability of holding the Folsom Street property the meeting adjourned.

W M Cummins
Secretary

D Kinne
Recording Secretary

San Francisco, June 13. 1899.

Special meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building to-night at 8 o'clock present Trustees Heald, Healy, Kendrick, McLaren, Fraser, Tuckner, Wallis, Mr President (8) Absent - Trustees - Brunt, Culver, Neal, Plum-Presson, Tilson (6)

The minutes of the previous meeting were read and approved

Mr Heald for the Finance Committee presented the following report:

San Francisco, June 13. 1899

To the President and Board of Trustees-

Gentlemen:-

Your Committee on Finance report Cash on hand to-night #924.80

Five present bills amounting to #1,215.24

As this difference will be made up by the collections for dues, in a few days, we recommend that the bills be paid as soon as there is sufficient cash on hand.

Respectfully submitted-

Finance Committee { E. R. Heald, R. Kendrick, J. N. Culver

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San Francisco, June 13th, 1899.

1- B. F. Stevens,	267	92	Brought Forward,	1,043	50
2- Chas. Scribners Sons,	61	53	31- Holbrook, Merrill & Stetson,	19	11
3- Payot, Upham & Co.	78	68	32- Pac. Telep. & Teleg. Co.	20	50
4- A. M. Robertson,	155	89	33- Crocker Langley Directory,	10	00
5- Elder & Shepard,	52	71	34- Washburn & Moen Mfg. Co.	39	18
6- Cunningham, Curtis & Welch	69	23	35- Reigle & Jamieson,	37	50
7- Burrows Bros. Co.	7	00	36- Spring Valley Water Wks.	45	45
8- Mrs. L. Williams,	5	00		1,215	24
9- Emporium & Golden Rule Baz.	1	89			
10- J. Tauzy & Co.		35			
11- H. B. Mosmer,		80			
12- H. S. Crocker Co.	5	00			
13- Edw. G. Allen,	47	12			
14- Alexander Yost Co.	2	25			
15- Scientific Pub. Co.	1	60			
16- Subscription News Co.	16	35			
17- C. L. Traver,	2	00			
18- S. F. Bulletin,	18	00			
19- Independent,	3	00			
20- S. F. Daily Report,	4	50			
21- Yeaman & Rube Mfg. Co.	1	62			
22- W. M. Weil,	30	00			
23- Wm. Simpson,		75			
24- A. Zellerbach & Sons,	6	00			
25- Mercantile Towel & Laundry Co.	2	75			
26- Hicks Judd Co.	46	78			
27- Jos. Winterburn Co.	3	50			
28- Universal Pac. Gas Gov. Co.	1	50			
29- Pacific Gas Impt. Co.	129	40			
30- A. Rulfs,	14	33			
	1,043	50			

The report was received and the bills ordered paid by the following vote: ayes- Heald, Healy Kendrick, McLaren, Fraser, Tuckner, Wallis Mr President (8). Noes- None

Amateur Baseball.

For the Committee on Folsom St. lot, Mr Wallis reported that a conference had been held with the Managers of the Amateur League now playing baseball at the Folsom St. grounds, in regard to continuing the games, but that nothing definite had been arrived at.

Mr Culver entered.

The President and Secretary both reported on the matter of exhibits.

Schmidt wants back diploma

A letter was read from E. A. Schmidt requesting a diploma to be issued to him as awarded in the Fair of 1888.

The letter was referred to the Secretary.

Letters of thanks from the California Club for courtesies extended by the Institute during their Exposition at the Pavilion, and from the University Mound Old Ladies Home thanking the Board for donation of books were received and filed.

Sacto Fair wants our date changed

A letter was read from the State Board of Agriculture requesting the Institute to change the dates of the coming Fair so as not to conflict with their Fair.

The letter was received, and the Secretary instructed to notify them that such would be impossible.

Elec Shows been N.Y.

A letter from the U.S. Electrical Supply Co. of New York, offering to furnish a number of electrical attractions for the Fair, was read.

Action on the letter was deferred until the arrival of Mr Taggart from the East.

The letters received and sent out in connection with the Fair were then read

Neumann wants Exhibit

A letter from Joseph Neuman was read proposing to make an exhibit of Silk Culture at the Fair.

Mr Culver moved that the matter be referred to the Chairman of the Management Committee to interview Mr Neuman.

Mr Healy moved as an amendment that this duty devolves upon the Chairman of the Committee on Exhibits

A motion was then made that the proposition

be peremptorily declined.

Mr Healy moved as an amendment that the Secretary be instructed to write a courteous letter to Mr Neuman stating that it would be impossible for the Institute to agree to Mr Neuman's proposition

The motion was carried.

The Art Committee presented the following report which was received, and the recommendations adopted.

Art / Raschen appointed

San Francisco June 13, 1899

To the President and Board of Trustees –

Gentlemen:

Your Committee on Art report that in accordance with the suggestion of Trustee Wilson they called on Captain Fletcher of the Art Association who received them very cordially, but stated that it would be impossible for him to consider any proposition to take charge of the Art exhibit at the coming Fair.

He said however that he would tender his services free of charge to the Board of Trustees to aid Mr Raschen in any way within his power in case the latter should be appointed to the position

Your Committee therefore recommend that a vote of thanks be extended to Capt. Fletcher for his kind offer, and that Henry Raschen be elected to the position of Superintendent of the Art Gallery as previously recommended by this Committee.

Respectfully submitted –

Art Committee { P Ygnacio / P J Healy / John McLaren

Bennett gets / Music

The Music Committee presented the following report which was received, and the recommendation to accept Mr Bennett's bid was adopted, as recommended in the addition to the Committee's report.

San Francisco June 13. 1899

To the President and Board of Trustees –

Gentlemen:–

Your Committee on Music to whom was

Music / referred the matter of negotiating for the Music to be furnished at the 31st Exposition of the Institute beg to report that they have received proposals from four sources, to furnish a military band for the 31 days of the Fair as follows:

Gilmores band, 50 men at $2.600.00 per week and transportation one way.

Liberati's Band – 8000.00 and transportation

Of the local bands only two proposals are at hand, one a verbal one from Mr Coggins of the Park Band, who offers to supply a band of sufficient number of pieces, at the Union rates per man with additional compensation for soloists at cost. Mr Coggins will also import a soloist from the East and charge for his services at cost – He names Mr Herbert Clark of Boston who was here with Sousa's band as Cornet Soloist.

Mr Geo W Bennett submits a proposal for a band of 32 pcs. also a schedule of additional attractions inclosed herewith, for which he asks the sum of $5.375.00 for the full term of the Exposition

In view of the fact that Mr Bennett's proposal is the only one sufficiently definite of those available from a financial standpoint your Committee recommend that his bid be accepted, and that the President and Secretary be authorized to contract with him for the proposed services. In making this recommendation your Committee have under consideration the very satisfactory manner in which Mr Bennett fulfilled his previous contracts for like service, also the fact that his band is composed of the best musicians in the city outside of the regular Orchestras, and have been so long organized that they must necessarily perform better than a band of equally good individual players who have not had like experience together

Mr Bennett has a full repertoire of music and with the additional attractions offered we believe his engagement will secure music for the Exposition fully as good, with more extra attractions than in any previous Fair. The price above named is based on the Union

Music

rates for the men, and the soloists are furnished at actual cost.

Respectfully submitted
R Kendrick -
Committee on Music

In deference to the opinion of Mr McLaren the other member of the Committee present consents to a reduction of the band to 26 pcs including the leader, it being understood that when required for special occasions additional men may be procured. This will make a difference of $150. in amount of bill.

R Kendrick
John McLaren

Bennetts Bid.

Proposition of Geo N Bennett
San Francisco, June 13 1899

To the Music Committee of the Mechanics Institute

Gentlemen:-

I will furnish a Military Band of 32 pieces, including a competent leader for the five weeks and one day of the Mechanics' Fair, with additional attractions as set forth below for the sum of Fifty three hundred and Seventy-five ($5.375.00) Dollars.

In addition to the regular band which will be composed of the most skillful performers on their respective instruments to be had on the Coast, including Soloists on the Cornet Clarionet, Flute, Xylophone, Euphonium and Trombone. I will provide for principal Soloist Miss Alice Raymond of New York, who is known to be the most accomplished lady cornet soloist in the United States. Miss Raymond is a handsome woman with a rich wardrobe, and will prove a fine attraction at the Fair. She will supply you with about 2000 large colored lithographs to use in advertising the Exposition. I submit herewith a sampler of these lithographs. On one night of the Fair I will increase the band to 50 or 60 pcs. in order to give a grand Wagner concert, or a descriptive piece such as the "Battle of Gettysburg"

I will also provide a pipe organ to be used in connection with the band for an organ recital.

If this proposal is accepted I will provide my band with an entire new and stylish uniform.

I expect to be able to offer your Committee on special events some valuable assistance in securing additional attractions outside the musical features of the programs, and will cheerfully do so without further compensation, if such is desired.

Yours truly
Geo N Bennett -

Amendments to By/Laws

Mr Wallis proposed the following amendments to the Constitution & By Laws.

Article 7.

Section 3 - Buildings & Repairs -

Incorporated into Section 6

This Committee shall have charge and supervision of all buildings of the Institute and report monthly their condition and all necessary improvements. It shall superintend all alterations ordered by the Board of Trustees and shall make such recommendations as will improve the condition and value of the property.

Article 7

Section 7 Pavilion

The Pavilion Committee shall have charge and supervision of the Pavilion Block property, and shall report monthly to the Board its condition, occupancy for the month, and future engagements. It shall superintend the repairs and renting of the Pavilion and other buildings and strictly enforce the rules of the Board respecting the leasing and occupancy of the property, and shall also have charge of the Janitor and assistants

Article 7

Section 8 - Folsom St. Property -

This Committee shall have charge and supervision of the Folsom St. property and employees, and report monthly to the Board its condition, occupancy for the month and future engagements. It shall superintend the renting of the property and repairs and strictly enforce the rules of the Board respecting the leasing and occupancy of the same -

Scrap Books returned

The Secretary reported that Mr P J Healy had delivered the Scrap Books of the Golden Jubilee Mining Fair to the Institute

On motion the Scrap Books were ordered accepted, and the Secretary instructed to express the thanks of the Institute to Mr Healy for the same.

June 13/99. Specials.

Changes in Fav. Ins. policies

The Secretary then reported that one of the new policies on the Pavilion had been issued in such a way as to cover the machinery, hose reels, etc, in the Pavilion under the same insurance as the insurance on the building, and he stated that Mr Mitchell who had placed this insurance had offered to interview all of the other companies holding policies on the Pavilion, and ask them to change their policies to conform to this new policy.

On motion of Mr Heald, Mr Mitchell's suggestion was adopted, and the form of the policies ordered changed, providing the companies issuing them would do so.

The matter of opening the door on the second floor of the Library referred to the Board at the recent Quarterly meeting was then brought up and referred to the Committee on Library Buildings and Repairs.

Turn Stiles

The President stated that Mr J K Prior had spoken to him about selling to the Institute some turn stiles which might be available for the Fair -

The matter was referred to the Finance Committee

The meeting then adjourned

Jos M Canning
Secretary

H Heald
Recording Secretary

June 20/99.

San Francisco June 20. 1899.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building this evening by Vice President Kendrick, present Trustees Heald Healy. Kendrick. M°Laren. Plum. Fraser. Tuckner. Wilson (8) Absent- Trustees Culver. Brunt. Neal. Presson. Wallis. Mr President (6)

The minutes of the previous meeting were read and approved.

The Committee on Buildings and Repairs presented the following report which was adopted.

San Francisco June 20, 1899.

To the President and Board of Trustees.

Gentlemen:-

Your Committee on Buildings & Repairs reports as follows:-

2nd Floor door to West closed.

1st- We recommend that the door on the second floor leading into the Library remain closed.

Papering.

2nd:- We recommend that this Committee be authorized to call for bids for painting and papering the Library Committee as authorized at the meeting of April 25th - as per specifications attached.

Respectfully submitted -
John M°Laren -
Buildings & Repairs { Chas M Plum -
J P Fraser

The Library Committee reported that they had selected books to the value of $148.10, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes- Heald, Healy, Kendrick M°Laren, Plum, Fraser, Tuckner, Wilson (8) Noes - None.

Healy Reports.

Mr Healy presented the following report which on motion of Mr Wilson was received and filed.

Note - This report was pasted in but the action of the Board on June 24/99. ordered it removed from the minutes pp. 44 - 49. contained the report.

June 30/99.

See Note foot of f. 143.

See Note foot of f. 143.

Board of Trustees Minutes, VOLUME 7, 9 May 1899 – 18 October 1904. Mechanics' Institute, San Francisco.

June 20/99

See Note - foot of p. 43.

June 20/99.

See Note foot of p. 43.

June 20/99.

See Note foot of p. 43.

June 20/99.

See Note foot of p. 43.

Whitewashing

The Secretary then spoke of the matter of whitewashing the Pavilion, and Mr Plum moved that the Pavilion be whitewashed on the inside.

A motion was made that the matter be referred to the Committee on Buildings and Repairs with orders to get bids.

The motion was carried.

The condition of the Ladies Toilet on the first floor of the Pavilion was also referred to the Buildings & Repairs Committee.

For the Employees Committee Mr Tuchner presented the following report:

San Francisco June 20, 1899

The Board of Trustees
Mechanics' Institute

Gentlemen:

Janitor Citron Discharged

The report by the Assistant Librarian of the finding of a purse and demand for reward by Janitor Citron referred to this Committee has been given careful attention. The whole matter has been fully investigated even to receiving the versions of the loser of the money and of a member who was present during the discussion about the reward demanded.

Citron discharged

The facts developed by these enquiries place the transaction in a much worse light than originally reported, and greatly to the discredit of the Institute, and deserving of the marked disapproval of this Board of Trustees.

Your Committee find the delinquency of Janitor Citron so reprehensible that they have no hesitation in recommending that he be discharged.

Your Committee deprecate the laxity of discipline that should permit an occurrence of this character to have transpired ten days before being reported, and also the indiscretion that should make public a possible disciplinary measure of the Board, before any action might be taken by the Committee having the matter in charge.

Respectfully submitted
Committee on Employes { A L Tuckper / Horace Wilson

The report was received, and the recommendation recommending the discharge of Janitor Citron was adopted.

The Committee on Management and Exhibits presented the following report which was adopted.

San Francisco. June 20. 1899

To the President and Board of Trustees—

Gentlemen:—

Your Management and Exhibits Committee reports as follows:

Buckley—

1st— We recommend that the application of Mr Buckley for Press Agent be filed.

*100 Road Race Automobiles

2nd— We recommend that if enough Motor Carriages be exhibited at the Fair, that a road race be held some time during the Fair, and that a cash prize of $100— be given to the winner thereof.

Scheel to lead band.

3rd— We recommend that the Music Committee be requested to arrange with Mr Bennett to have Fritz Scheel lead the band some of the evenings.

Respectfully submitted—
Management & Exhibits Com. { P P Fraser / P J Healy / Chas M Plum

Elec Lights in Library

Mr Healy then brought up the matter referred to by him in his report presented earlier in the evening regarding the lighting of the Library Building with electric lights.

The matter was referred to the Committee on Buildings & Repairs.

New Members

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

Miss L J Frissell.	Miss S M^c Adams	Dr. O A Yeargain
Eustace Cullinan.	Miss E M Frost	Jas S Dogan
Oscar T Shuck	Chas E Ruthe	C Kaempff
Jno M Pomeroy	F A Bates	E L Baldwin
Jno M^c Gan.	Mrs E R Mendell	S N Solomon
Miss D Richardson	Alphonso Murphy	Mrs M^c Ellins
Mrs S A Judson	A T Clark	W B Cope
Fred J Koster	Jno L Koster	F F Hamilton
Thos W Brooks	L R Mead	Carl Uhlig
E V Spezanovez-	R M Notaling	Paul Hoffman
Geo A Pope-	D F Shaw	H O Thirtfeld
F. A Burdemann	Chas P Eels	Miss J Baccus
Miss E Keiper	N Sharp	Dr D Cohn
Mrs F S Miller	Jno White	Jas D Bailey
N Hampshire	Mrs M S Kellogg	Wm Wilson
Mrs J M Bates	Miss M S Barringer	M Kuehler
J. Quadt	D S Lockwood	Mrs F J M^c Williams
Rev. Dr E D Spalding-	Louis Janin, Jr.	

Sale of old Pump.

The Secretary stated that Mr Wallis had received a telegram from a party in San Diego asking the price at which the Institute would sell the old Wooter "pump in the Pavilion, and he stated that Mr Wallis had instructed him to write that the pump would be sold for $200—

The action of Mr Wallis was confirmed.

New Rule for Fair.

The Secretary presented the following rule to be added to Rule 100 of the Rules and Regulations of the 31st Industrial Exposition

On motion the rule was adopted.

"Exhibitors will not be allowed to distribute any advertising matter other than that pertaining strictly to their own business and the distribution of any publication containing advertisements or the program of the Exposition other than the Official one is strictly prohibited."

There being then no further business the meeting then adjourned.

Jno N Cumming Secretary

P J Healy Recording Secretary

June 27/1899 — Special.

San Francisco, June 27, 1899

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building at eight o'clock P.M. by Vice President Kendrick

Present Trustees, Trustees Healy, Healy, Kendrick, McKaren, Fraser, Tegtmeyer, Watts, Wilson & Calvert. Culver, Brunt, Neal, Plum, Presson Mr President (6)

Minutes Corrected. Report ordered Removed.

The minutes of the previous meeting were read.

An objection was made that the report presented by Mr Healy for the Book Committee, and which was received and ordered filed had been spread on the minutes; it being contended that a report which was ordered filed should not be spread on the minutes.

Mr Wilson moved that the minutes be corrected by striking out and removing the report therefrom

The motion was carried.

With this exception the minutes were approved.

The Committee on Buildings and Repairs presented the following report:-

San Francisco June 27/99

To the Board of Trustees-

Gentlemen:-

Your Buildings & Repairs Committee presents the following bids for papering, etc in Library as authorized at last meeting.

Contract Papering in Library to G. Orsi.

John Quadt-	$209.60
W R Eaton-	200-
J St. Denis & Co.	180-
G Orsi	165-
Merchant & Nickels	145-

Merchant & Nickels stipulate that if second floor is to be scraped they receive $45. more, and if old paper is scraped from Chess Room they receive $15- more.

We recommend that the Institute accept the bid of G Orsi.

Whitewashing Pavilion awarded Reigle & Jamieson.

In regard to whitewashing the Pavilion, we submit bid from Wm. Mannwright for $300- and Reigle & Jamieson for $900

We recommend that the bid be awarded to Reigle & Jamieson provided they do the work in 10 days for a sum not to exceed $350

Respectfully submitted-

Buildings & Repairs Com. { John McKaren, J P Fraser

Both of the recommendations of the report were adopted.

The Library Committee presented the following report which was adopted—

Library Committee Report-

San Francisco June 27. 1899

To the Board of Trustees

Gentlemen:

Books &c to be set apart and sold.

The Board of Trustees are hereby requested to grant authority to the Library Committee to segregate, set apart and advertise the superfluous books, magazines and pamphlets in this Library for the purpose of disposing of them by sale or otherwise, the accounts to be kept by the Secretary. It is understood that the Committee in all this matter will be advised by the Librarian—

Library Committee { T J Healy, D J Kendrick

F J Teggart Librarian

The Committee on Lectures and Classes presented the following report in which was adopted—

Committee on Lectures & Classes Report

San Francisco June 27, 1899.

Exhibition of Drawing classes.

To the Board of Trustees-

Gentlemen:-

Your Committee on Lectures & Classes recommend that an exhibition of drawings by the pupils of the Drawing Classes be held in the Class rooms July 5th to July 15th, next month—

Respectfully submitted

Committee Lectures & Classes { Horace Wilson, W S Tuckner

June 27, 1899 — Special.

The Committee on Folsom St lot presented the following report, which was received and adopted.

Folsom St.

Report Committee on Folsom St. Lot.

San Francisco, June 27, 1899

To the Board of Trustees —

Gentlemen:—

Mkt St Ry. agreement signed

Your Committee on Folsom St lot beg to report that the permit is signed by the Market St. Rail Road Co. for the use of the grand stand and bleachers the lumber in which belongs to the Market St. Rail Road Co. The grand stand, bleachers, flag poles and numerous other articles enumerated in the agreement do not include the Ticket Office, the bar or other buildings connected with the bar and Ticket Office at the gate, the permit only covering the grand stand, the bleachers, the club houses and flag poles enumerated.

Ball games a failure.

Your Committee also beg to report that the baseball games arranged for with the League are not a success. They do not draw any audience, and the income from them hardly pays for the trouble and expense of getting ready for them. It is the opinion of your Committee that to make a success of the Baseball League, a large amount of advertising is necessary, and as that has not been done we attribute the failure in this matter to that cause. It is too late in the season now to do anything with the baseball league, but this matter should be well considered before the next baseball season, and your Committee recommend that a proper method of advertising be decided upon to take advantage of what games there may be in the next baseball season.

Secty. to write Cereales.

Your Committee would also recommend that the Secretary be instructed to obtain the addresses of the various Circus companies throughout the country, and write letters to these people informing them of the Mechanics' Institute Ball Grounds, their location, and the advantages they have in being accessible by nearly all of the car lines in the City, and having ample room to accommodate tents for stables and cooping tents.

Sidewalk Repairs.

There will be a great necessity at an early date for having some suitable repairs made to the sidewalk on Folsom Street, as it soon will be

Special. — June 27, 1899

in a dangerous condition from the rotting out of the supporting timbers under it.

Respectfully submitted
Geo H Wallis.
Folsom St. R.R. Com. R Kendrick

Miss Huntington employed temporarily

For the Committee on Employees Mr Fuetner recommended that Miss Huntington be employed in the Library during the absence of Mrs Southworth at a salary of $40.00 per month.

The recommendation was adopted.

The Management Committee presented the following report.

Report of Management Committee.

San Francisco, June 27, 1899.

To the Board of Trustees —

Gentlemen:—

Whitehead prop. accepted.

Your Management Committee has received offer of $100.— from Dr. J A Whitehead for exclusive privilege to sell Optical Goods at the Fair. Every one else seen declines to make any offer, and as Dr Whitehead wishes to send East at once for machinery and goods, we recommend that the offer be accepted.

Respectfully submitted —
Management Committee: J P Fraser — P J Healy — Geo H Wallis

The recommendation was adopted.

The Machinery Committee presented the following report:

Machinery.

Report of Machinery Committee.

San Francisco, June 27, 1899

To the Board of Trustees

Gentlemen:—

Your Machinery Committee in view of the coming 3rd Industrial Exposition beg to report that it will become necessary to overhaul the machinery in the Pavilion such as the boilers which should be scaled and put

Machy to be overhauled.

in shape to obtain the best service from them-
The engine should be lined up and put in good order, the shafting should also be lined up, and there should be one large wooden pulley to conform to that on the main line of shafting to drive the parallel shaft.

The engine running the elevator should also be overhauled and put in running conditions, and any necessary repairs required to make the elevator safe for use during the Fair should now be arranged for.

Coal.

The supply of coal for the Fair should be contracted for. With that end in view your Committee should be authorized to obtain bids for the amount of coal necessary to meet the requirements.

Your Committee therefor recommend that they be authorized to make the repairs and do the work before specified.

Respectfully submitted
Geo H Wallis
Machenery Committee R Kendrick

The recommendation that the Committee be authorized to do the work was adopted.

For the Art Committee Mr Heald called on Mr Rascher who reported that 200 pictures had been secured up to date for the Art Gallery.

The Secretary stated that it would probably be necessary to get some more lithographed letter heads and envelopes, and on motion of Mr Heald the Secretary was directed to obtain such as were necessary.

The letters received and sent out in connection with the Fair were then read.

Press Agents.

Applications for position of Press Agent from Geo. Martyn and David Williamson, and for positions in the Coat Room from Mrs Pentham and Mrs Symmons, were read and referred to the Management Committee-

War Dept. and transportation.

The Secretary stated that the War Department had cut down the original number of natives which they had promised to transport from

Thomas cables 67 persons ready to leave Manila

Manila from 100 to 125, and that a letter had been received confirming this decision.

He stated also that a cablegram had been received from Mr Thomas at Manila stating that 60 people were ready to leave July 1st, and asking for $2,000. immediately.

Mr Wallis moved that Mr Thomas be instructed to send 125 persons besides the animals and curios on the ship leaving July 1st. and to hold the others for further orders.

The motion was carried.

$2000 borrowed.

Mr Fraser then moved that the Vice President and Secretary be authorized to borrow the $2,000.00 and send the same to Mr Thomas.

The motion was carried by the following vote: ayes — Healy, Kendrick, McLaren, Fraser, Tuckner, Wallis (6) Noes — Heald, Wilson (2)

By Law Amendments laid over.

The amendments to the By Laws presented by Mr Tuckner at the meeting of May 22nd and by Mr Wallis at meeting of June 13th then came up.

A motion was made that action be deferred until the next regular meeting.

Healy objects to correcting minutes.

Before the vote was taken Mr Healy asked the question if this was a special meeting-

The Chair stated that it was, and Mr Healy then raised the point ~~of order~~ that the action of this special meeting in correcting the minutes of the last regular meeting was out of order.

Healy protests.

The Chair ruled Mr Healy's point of order not well taken, and Mr Healy stated that he wished his protest against the action of the Board in correcting the minutes at a special meeting to be recorded.

The motion to defer action on the amendments to the next regular meeting was then carried.

Salaries pd June 28th

Mr Wilson then moved that the salaries of the employees for the month of June amounting to $1,093.32 for the regular account and $125- for the Fair account be paid on the last day of this month-

The motion was carried by the following vote: ayes Heald, Healy, Kendrick, McLaren, Fraser, Tuckner, Wallis, Wilson (8) Noes - None-

Library closed July 3rd

Mr Fraser then stated that it would be an advantage to have the Library closed on Monday July 3rd - in order that the painters

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might proceed with their work.

His motion to close the Library on Monday the same as any other holiday was carried—

The Secretary stated that Mrs M^c Farland who would have charge of the Fish Exhibit requested an advance of $20— on his salary.

On motion of Mr Healy the $25.00 was ordered paid by the following vote: ayes—Heald, Healy, Kendrick, M^c Laren, Fraser, Tuckner, Wallis, Wilson (8) Noes— None.

Healy wants his report printed.

Mr Healy then asked that 1000 copies of the report presented by him at the previous meeting for the Library Committee be printed—

No action was taken on the request—

The meeting then adjourned.

J. M. Cumming
Secretary

J. P. Heald
Recording Secretary.

Special. July 11/99

San Francisco July 11, 1899

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building to-night at eight o'clock present Trustees. Culver. Heald. Healy. M^c Laren Fraser. Tuckner. Wallis. Wilson. Mr. President (9) Absent— Trustees Brunt. Kendrick. Neal. Plum. Presson (5)

The minutes of the previous meeting were read and approved.

The Committee on Buildings and Repairs presented the following report which was adopted—

San Francisco July 11, 1899

To the President and Board of Trustees—

Gentlemen—

Your Buildings and Repairs Committee reports as follows:

The work in the Library has all been completed—

Bank walls whitened

Ruegg & Jamieson have signified their intention to perform the whitewashing of the Pavilion for $50. The contract will be drawn shortly—

We recommend that the walls and ceilings in the Mutual Savings Bank be whitened. This will cost about $30.00.

Respectfully submitted
Buildings & Repairs Committee
John M^c Laren—
J. P. Fraser

Mr Kendrick entered.

The Committee on Library reported that they had selected books to the value of $484.55, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes— Culver. Heald. Healy. Kendrick. Tuckner. Wallis Wilson. Mr President. M^c Laren. Fraser (10) Noes-None

Paper cutter bought

more magazines to be bought.

Mr Healy for the Committee stated that he had consulted with Mr Colquhoun and he thought it necessary to purchase a paper cutter to cut the leaves of the magazines, and as it was the intention of the Committee to recommend shortly the purchase of more magazines

Mr Healy for the Committee recommended that a paper cutter of a size not to exceed 14 inches be purchased.

The recommendation of the Committee was adopted

Mr Wilson for the Committee on Lectures and Classes

July 11/99 Special.

reported that the Classes were now closed. and that the exhibition of drawings was being held.

For the Pavilion Committee Mr Wallis stated that the Committee had been looking into the advisability of extending the sky-light over the Art Gallery toward the East end of the building. The consideration of this matter was laid over until the next meeting.

Mr Brunt entered.

The Committee on Management and Exhibits presented the following report

Report Committee on Management -

San Francisco. July 11. 1899-

To the President and Board of Trustees-

Gentlemen:-

Your Management and Exhibits Committee reports as follows:-

State for sale of privileges.

1st We recommend that bids for privileges be awarded at meeting of the Board August 1st- for the following privileges, restaurant, candy, ice cream and sodas, ginger ale and Root Beer, Cider and Lemonade Chewing Gum.

Elec. Exhibit declined

2nd- We recommend that the proposition of the U. S. Electrical and Supply Company to furnish an electrical exhibit for the Fair be declined as your Committee believe that the Philippine exhibit will involve the expenditure of so much money that it would be unwise to accept this electrical proposition.

1¢ machines

3rd:- We recommend that the Spohn-Patrick Co. who have already taken a large space on the main aisle be allowed to place automatic coin machines around the building which will give a small piece of chocolate for 1 cent pieces dropped therein, they to pay 35 per cent of gross receipts-

Pennell Suydam privs.

4th- We recommend that the Pennell-Suydam Co.- who will exhibit be allowed the privilege of selling Creme-of-maize in small packages from their exhibit on payment of $35.00 in addition to the charge for space.

Joy perfumery

5th- We recommend that E. T. Joy be allowed the privilege of selling Perfumery from his exhibit on payment of 12½ per cent of the gross sales in addition to the charge for space.

Rieger

6th: We recommend that Paul Rieger & Co. be allowed to sell Perfumery on the following basis: They to

Specials. July 11/99-

pay 5 per cent on all sales until the regular price of the space occupied by them shall be paid for, and $75- in addition shall be received-

Paper flowers

7th: We recommend that Mrs. Keegan be given the privilege of selling paper flowers in the Pavilion for the sum of $15- she to manufacture paper flowers in the Pavilion, this sum of $15- to include the charge for space.

Williamson for Press Agent

8th We recommend that David McWilliamson be appointed Press Agent at a salary of $25- per week- he to commence work immediately

Pipe Organ

9th- James Paine, manufacturer of Pipe Organs in West Berkeley, will be able, if his proposition is accepted, to complete in time for the Fair a pipe organ which he is now constructing which will be 15 feet high, 7 feet 6 inches long and 6 ft 4 inches wide. He states that the expense of packing, shipping and setting up the organ in the Pavilion will be about $125-

We recommend that $100- be paid to Mr. Paine to exhibit the organ during the Fair.

Space taken

There are now on file 74 applications for space for 23,355 square feet.

There will be a number of applications received within the next few days.

There has been received to date as one-half payments on space $160.25-

Respectfully submitted

Management & Exhibits Committee: P. J. Fraser, P. J. Healy, G. H. Wallis -

Recommendation 1 was adopted-

The second recommendation was adopted-

The third recommendation was referred back to the Management Committee - with power-

The fourth recommendation was adopted-

The fifth recommendation was adopted-

The sixth recommendation was adopted-

The seventh recommendation was adopted

The eighth recommendation was adopted-

The ninth recommendation was referred to the Music Committee-

On motion the report as a whole was adopted with the modifications in regard to recommendations 3 and 9.

The Librarian presented his report for the

July 11/99 — Specials

month of June which was received and the following names mentioned as having joined the Institute were on motion approved.

New Members.

Names of New Members -

E. J. Coleman.
S. S. Pardee -
D. C. Gilbert
J. N. Thompson
Miss M. A. Saul -
Jno A. Mallon -
E. D. Eleon -
E. M. McCormack -
N. Brunner -
S. Herrmann -
E. C. Prieber
J. H. Dunning
N. Baumgarten
Mrs J. Lesynsky
Mrs L. J. Lachman -
W. F. Chipman -
R. S. Wheeler.
J. H. Meredith -
F. H. Meyer
Dr. P. Von Hoffman
Mrs L. V. Hopkins
W. McCloskey
J. Bamberger -
Miss B. E. Gilby
A. D. Keyes
Miss M. L. Ramus
W. H. H. Hart -

Grothwell reinstated

The Librarian stated that A Grothwell who was dropped from the roll on April 1st for non-payment of dues had asked permission to rejoin without paying back dues, he being out of town at the time the dues were in arrears and having made no use of the Library.

On motion Mr Grothwell was ordered reinstated as requested -

The Secretary presented his report for the month of June which was received and ordered spread on the minutes -

Secretary's Report June 1899 -

San Francisco July 7. 1899

Secty.

To the Board of Trustees

Gentlemen -

I submit herewith financial statement for month ending June 30 th 1899 -

June 1st 1899 - Cash on hand - $2.080.55

Receipts -

Dues -		2,591.50
Entrance Fees -		80 -
Books. Fines Pd. extras		113.60
Library Bulletin ads.		15.80
Lighting, sale of mantels		.30
Mutual Savings Bank - June rent		325 -
Bills Payable -		2,000.00
Folsom St. Lot -		
Rents - 22.35		
Rebate on bill 7.10		30.05
Pavilion Hayes St. Rents 353.70		
Rents 100		453.70
31st Industrial Exposition - space		104 -
		$ 7,713.95
		$ 7,794.50

Specials. — July 11/99

Expenditures

Books -		$ 91.64
Books - Lick Fund -		7.23 -
Binding		191.28
Classes - salaries $60 -		
Refund 1.50		61.50
Expense -		66.42
Lighting		74.66
Periodicals -		74.45
Printing & Stationery		58.80
Salaries Institute		195 -
" Library -		758.50
Water -		19 —
Folsom St. Lot -		
Wages - 50 -		
Improvements 83.08		
Water - 3.90		
Interest 500 -		
Sundries - 3.75		640.73
		$ 2,739.21
Pavilion		
Salaries 90 -		
Gas 61.24		
Lighting 17 -		
Mantels - 9.88		
Labor - 13 -		
Repairs - 191.12		
Water 15.75		
" Hayes St - 6.80		
License 21 -		
Sundry 4.50		2.57.88
31st Ind. Exposition		
Manila expenses 3.500		
Salaries 87.50		
Sundries 25.95	3613.45	6.604.54
July 1st Cash on hand -		1.189.96
		# 7.794.50

Respectfully submitted -

Jos M Cummins

Secretary

Several applications for positions at the Fair were read and referred to the proper Committees -

The correspondence received and sent out in connection with the Fair was then read.

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Rate for Electricity

A letter was read from the S. F. Gas & Electric Company fixing a price for the sale of the wiring now in the Pavilion, and the Secretary stated that the gas company would make a rate for electric light of 8 cents per thousand watts, and for power 4 cents per thousand watts, the rate to exhibitors to be 12 cents per thousand watts.

The letter and the matter of rates was referred to the Machinery Committee.

A letter from Henry H Watson applying for position as a teacher was read and referred to the Committee on Lectures and Classes.

A letter of thanks from the Masonic Widows & Orphans Home for donation of books was read and ordered filed.

Folsom St. and 4th of July.

The Secretary stated that the 16th & Folsom St. lot had been rented to the 4th of July Committee for fireworks on the night of the Fourth of July free of charge, the Institute to be allowed to charge 10 cents admission to the grand stand, the result being that the Institute had netted $76.50 from the same.

A letter of thanks from the Fourth of July Committee for the use of the grounds was received and filed.

Hendy re Mc Queen.

A letter from D. J. Hendy to the President in relation to the Board paying A W Mc Queen $350- for injuries received by him in 1890 at the Pavilion was received and filed.

N. S. G. Us want Fair's postcards.

The Board was addressed by a Committee of the Native Sons and Daughters of the Golden West who stated that they had expected to give a reception to the returning California Regiment of Volunteers now on duty at Manila, and that they had calculated on holding this reception in the Pavilion somewhere about the 15th of August, and they wished to know if the Institute could defer its preparation for the Fair so that the reception could be held.

After a statement by several members of the Committee they withdrew.

The matter was then discussed by the Board at length, and Mr Kendrick moved that the Secretary be instructed to write the Committee expressing the regrets of the Board, and stating that it would be impossible to let them have the Pavilion and to offer them the use of the Folsom St. lot free.

The motion was carried.

Special. July 11/99

The Committee on Tickets and Admissions presented the following report which was adopted-

Report Committee on Tickets & Admissions

San Francisco July 11, 1899-

To the Board of Trustees

Gentlemen

Price of Fair Tickets

Your Committee on Tickets & Admissions recommend that the price of single admissions be placed at 25¢ for adults- and 10¢ for children under 12 years. Also that Committee be authorized to procure 100.000 Adult Tickets at $30. and 10.000 Childrens Tickets for $6.50

Respectfully submitted

Committee on Tickets & Admissions: Walter N Brunt, H L Tuckner, E. P. Heald

A letter from S N Unger requesting the Board to have the proprietor of the "Fair Daily" cancel Mr Unger's advertising contract, was referred to the Management Committee-

The use of the Directors Room in the Pavilion was granted to L N Buckley during the time the Pavilion was occupied by him for a cafe & lk

Lelvin surrenders house. Repairs needed.

The Secretary stated that Robert Lenin- tenant at 18 Hayes St., was leaving the City, and would surrender possession of the building which was originally built by him on this property.

The Secretary stated that it would probably be necessary to do some shingling and papering of the house, and the matter was referred to the Committee on Buildings and Repairs with power.

Pads with ads. for Library tables.

Mr Watson stated that a party wished the privilege of placing in the Library a pad containing advertisements, the pad to be in such shape that it would contain blotters and writing paper to be used by the patrons of the Library-

Mr Wilson moved that the privilege of placing same on the Library be granted.

The motion was lost-

The meeting then adjourned- E P Heald

Recording Secretary.

July 18/99-

San Francisco July 18th 1899.

No Quorum appeared for the regular meeting this evening.

J.M. Cumming
Secty

E.P. Heald
Recording Secretary

Special July 25/99

San Francisco July 25. 1899.

Special meeting of the Board of Trustees called to order in the Mechanics' Institute Library Building this evening at eight o'clock- present Trustees Brunt. Culver. Heald. Healy. McEwen. Sydney. Wallis. Wilson. Mr President (9) Absent- Trustees Plum. Kendrick. Neal. Preuson. Fraser (5)

The minutes of the previous meeting were read and approved.

Mr Fraser entered.

Mr Heald for the Finance Committee presented the following report

San Francisco, July 25, 1899-

To the President and Board of Trustees

Gentlemen:-

Your Finance Committee reports cash on hand to-night amounting to $2,110.92

We present bills as follows: Institute 2,218.76

31st Industrial Exposition 242.33

and recommend that they be paid-

Respectfully submitted

E.P. Heald-

Finance Com. J.H. Culver

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1-	University of Cal.		500	00			
2-	A.F.Campbell		75	76	Brought Forward-	1,821	48
3-	Jos.M.Cumming,		175	60			
4-	Cunningham,Curtis & Welch		108	47	37- Upton Bros.	39	00
5-	Elder & Shepard,		45	26	38- Pac.Gas Impt.Co.	74	24
6-	A.M.Robertson,		42	12	39- John Middleton,	32	06
7-	Payot,Upham & Co.		44	91	40- Hicks-Judd Co.	164	73
8-	Lake & Co.			65	41- Andrew Wilkie,	49	50
9-	Buchanan Bros.		2	40	42- Henry Ernst,	37	75
10-	Pac.Telep. & Teleg.Co.		21	15		2,218	76
11-	Redington & Co.		1	39			
12-	L.& M.Alexander & Co.		2	50			
13-	Jos.Figer,		4	25			
14-	W.M.Weil,		30	00	31st Industrial Exposition.		
15-	Fishbeck & Glootz,		2	00			
16-	Utica Washing Comp.Co.		2	00			
17-	Mercantile Toilet Co.		2	75			
18-	Le Count Bros.		6	50	1- Jos.M.Cumming,	67	95
19-	Jno.R.Carr,		1	00	2- W.M.Weil,	28	40
20-	A.Zellerbach & Sons,		9	13	3- Mutual Labor & Lith.Co.	85	00
21-	Commercial Pub.Co.		34	00	4- Valleau & Petersen,	2	50
22-	Valleau & Petersen,		8	50	5- Commercial Pub.Co.	30	25
23-	H.S. Crocker Co.		12	39	6- Cubery & Co.	2	25
24-	Red Seal Printing & Pub.Co		5	00	7- Red Seal Print.& Pub.Co.	2	25
25-	Payot,Upham & Co.		-54	60	8- Jos Winterburn Co.	10	00
26-	Universal & Pac.Gas Gov.Co.		1	50	9- Jos.Winterburn Co.	2	25
27-	Goldberg,Bowen & Co.		1	00	10- Freygang-Leary Co.	3	25
28-	S.F.Gas & Electric Co.		17	60	11- Novelty Rubber Stamp Co.	1	75
29-	F.M.Stevens,		5	00	12- A.Zellerbach & Sons,	6	48
30-	J.P.Brownlee,			50	xx-		
31-	Joost Bros.		3	75		242	33
32-	Edw.E.Potter,		50	00			
33-	J.D.Maxwell,& Co.		87	80			
34-	Edw.Brown & Son,		100	00			
35-	Spring Valley Water Wks.		37	50			
36-	Geo.M.Mitchell & Co.		324	50			
			1,821	48			

July 25/99 Special.

Objection to bill for printing Bulletins.

Mr Healy objected to the bill of Upton Bros. #39. for printing the Library Bulletin - he stating that there was a charge therein of #5.75 for printing the amendment offered to the Constitution last March by Mr O. F. Compton, said amendment having been printed at the written request to the President of 7 members of the Board of Trustees -

Mr Healy moved that the signers of the request to the President to print this amendment make good this #5.75 -

No second to the motion -

The bills were ordered paid by the following vote: ayes - Sulver, Brunt, Heald, McLaren, Fraser, Tuckner, Wallis Wilson Mr President (9) Mr Healy voting aye for all bills except that of Upton Bros.

Mr Wilson for the Committee on Lectures and Classes presented the following report which was received and spread on the minutes.

Report Committee on Lectures & Classes -

San Francisco July 18/99

To the Board of Directors

Gentlemen -

Status of Classes.

Your Committee have the honor to report the closing of the classes with the month of June. The terms work was fairly successful, the class in free-hand drawing having a regular attendance of 34, irregular 5, dropped out 5 - total 44.

The class in industrial drawing and mathematics with a total roll of 32, maintained an average attendance of 20. Of this number one-third belonged to the building trades - one third were machinists and the remaining third were teachers, mathematicians, surveyors, and mining engineers.

Selections from the work of the pupils was on exhibition at the class room for ten days after the close of the terms, and will be submitted as an exhibit at the 31st Industrial Exhibition.

The teachers - Mr Latimer and Mr Behrendsen efficient and faithful and have the commendation of your Committee.

The outlay for maintaining the Classes for the class year - September - June inclusive,

ten months, was. - Salaries - 786.15
Materials & Supplies 6.38
Total - 892.53

Lectures.

Lectures free to members and the public as well, were given during the lecture season, which covers practically the same period as the classes. These were generally well attended, and proved instructive and entertaining. The cost of the season's lectures was #349.50 But if not apparent that any actual benefit in the purpose of increasing the membership has resulted - Your Committee are of opinion that a mistake was not made when admission by tickets was abolished.

Tickets for lectures.

While no charge should be made for admission their use may be made to enhance the value of membership in the Institute which would be a definite gain. Require tickets for admission, and have them taken up at the entrance. Issue but 3 to a member, as the tickets will soon have a value, and be sought for. Members will appreciate the privilege of conferring the favor of tickets to the Lectures and hold in higher estimation their own membership in the Institute

Respectfully submitted -

Committee on Lectures & Classes. { Howard Wilson, W. L. Tuckner

Mr Wilson for the Committee on Printing and Advertising presented the following report which was adopted -

Report Committee on Printing & Advertising

San Francisco July 25, 1899

Notices of Fair to Country to be printed

To the Board of Trustees

Gentlemen

Your Committee on Printing and Advertising recommend that the notices to country papers - some 100 copies being required, be set in type and printed slips made for transmission to the papers. The cost of setting up will not be more than - per week and the printing a slight - for running it. This will facilitate the work for the

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papers and insure insertions of our matter
Respectfully submitted
Committee on Printing & Advertising: Nolack Wilson, Walter N Brunt

Skylight over Art Gallery.

Pavilion Committee- The following bids were read for extending the sky-light over the Art Gallery of the Pavilion

Andrew Wilkie,	60 feet sky-light	#164.00
F P McInnis	60 " " "	96.00
	30 " " "	48.00
Mr Faber-	30 " " "	45.50
	60 " " "	91—

On motion of Mr Wallis the contract for building 60 feet sky light was awarded to Mr Faber for #91—

The Committee on Management and Exhibits presented the following report:

Report of Committee on Management & Exhibits -
San Francisco, July 25, 1899

Man't & Ex Com's To the Board of Trustees
Gentlemen:-

Your Committee on Management and Exhibits reports as follows:

1st:- We recommend that the classification of exhibits as made for the 30th Industrial Exposition be followed this year-

No cash for fancy work

2nd:- We recommend that no cash prizes be awarded for fancy work.

Privileges to by employes tickets

3rd:- We recommend that the holders of privileges be required to pay for all employees tickets required by them at the rate of #1.50 each

Payments on privileges.

4th- We recommend that holders of privileges payments for privileges be made as follows:

On privileges of #100.00 or less 1/2 on acceptance-
1/2 on Sept. 1st

On privileges of over #100.
1/4 on acceptance
1/4 on Sept. 1st
1/4 on Sept 9th
1/4 on Sept. 16th

5th:- We recommend that the Rules and Regulations and Premium list be printed at once.

6th- We recommend that the offer of

Privileges

Paul Rueger & Co. to pay 10 per cent on all sales be accepted instead of the proposition adopted at the last meeting.

7th- We recommend that Field & Cole be given the privilege of selling Mexican drawn work, stamped leather, etc., for #60.00 in addition to cost of space, said privilege not to be exclusive.

Potters wheel

8th- We recommend that Mrs Wm. Ireland be offered #100.00 and the privilege of selling her pottery, on condition of exhibiting her potter's wheel in operation.

9th- We recommend that proper steps be taken to have display cards and posters of the Fair issued immediately

10th- We recommend that the Ticket Committee be instructed to make a report on the price of season tickets at the next meeting.

Filipinos to be housed at Anderson Island

11th- We recommend that the Secretary be instructed to make arrangements for having the Filipinos housed at Anderson Island from the time of their arrival until needed for exhibition

Respectfully submitted
Management & Exhibits Com.: J P Fraser, J H Culver, Geo D Wallis, P J Healy

All the recommendations of the report were adopted-

The Art Committee presented the following report:

San Francisco July 25, 1899
To the President and Board of Trustees
Gentlemen:-

Art Cash Awards.

Your Committee on Art recommend that cash premiums be awarded to the best exhibits in the Art Department as per accompanying list. the sum total to be called for in this list is #725. At the last Mechanics Fair the amount of the cash awards offered was #1,389. This will effect a reduction of #664. in the list.

Respectfully submitted
Art Committee: E P Heald, P J Healy, John McLaren

July 25/99 Special.

The report was adopted.

Poster. Mr Heald then presented several designs for a poster for the Fair, and after some discussion the matter of designs for the poster was referred to the Committees on Art & Printing and Advertising with power.

Library Exhibit. For the Ticket Committee Mr Brunt stated that the question as to whether the Institute would have a Library exhibit at the coming Fair might effect the price of season tickets, and after some discussion Mr Brunt moved that the Institute have a Library exhibit at the Fair.

The motion was carried and the matter of the Library exhibit placed in the hands of the Library Committee and Librarian with power.

New Members. The Librarian presented the following names as having joined the Institute all of which were on motion approved.

Miss A Michaelsschke	Mrs M V Gaden	Jno A Taylor	
Miss L Kittram	T O Ferris	A F Whitehead	
Philip Andrews	Mrs E J Dunnells	Miss M Gray	
J H Schumacher	Mrs N A King	J H Ellenoth	
Miss A J Campbell	Leon Ford	Miss H B Perkins	
N J Reinaber	Geo Louchot	Miss P. Lassassa	
Jno. A Mazehall	N. J Craig	Ed. H Schadt	
Arthur Page	Mrs M P Fraser	H Van Houten	
Mrs H Jones	D S Brown	Henry D Peck	
Eugene de Soulon	Wm E Hopkins	L. V Starr	
A A Mc Allister			

Spinning wheel. The Secretary stated that he was endeavoring to make arrangements for a woman to run a spinning wheel in the Fair, and on motion the matter was left to the Secretary and assistant solicitor.

Palm Trees. A letter was read from Chas G Donner offering to give the Institute a large Palm tree for the Fair, if the Institute would pay freight on same.

The letter was referred to Mr McLaren with power.

Liquid Air. A letter was read from Germany in regard to a Liquid Air machine which might be obtained: and also a letter in regard to obtaining one from London.

The matter of obtaining the Liquid Air machine for the Fair was referred to the

Special. July 25/99

President with power.

Competition of designs for Public Improvements. A letter was read from Curtis Tobey, Jr. suggesting that the Institute issue an invitation to S. F. Architects and Engineers to prepare exhibits of proposed public improvements for the City.

The letter was referred to the Management Committee.

Space taken. The Secretary reported that 92 applications for space were on file for 6,345 square feet in Machinery Hall and 20,000 square feet in the main building.

A letter from Ralph H Boone applying for position in the Library was referred to the Employees Committee.

Corbett wants to draw plans for Inst. Bldg. A letter was read from Harvey W Corbett from Paris stating that he was a student in the Ecole des Beaux Arts, and that he would be required to submit plans in all details of some building before he could obtain his diploma, and that he would like to submit as his work the designs of a Library and Exposition building for the Mechanics Institute.

Com. to prepare instructions for plans. Mr Wilson moved that a Committee consisting of three Trustees and the Librarian be appointed to agree on instructions to be sent to Mr Corbett for drawings and plans of a Library Building.

The motion was carried.

Mr Wilson then spoke of the need for a sign on the front of the Pavilion advertising the Fair.

The matter was referred to the Management Committee.

The matter of placing a large electric sign on the front of the Pavilion advertising the Fair was referred to the Machinery Committee.

$10 for poster design. Mr Wilson moved that the sum of $10.00 be paid for the accepted design of the poster advertising the Fair.

The motion was carried by the following vote: ayes – Culver, Brunt, Heald, Healy, McLaren, Fraser, Tuttner, Wallis, Wilson, Mr President (10) Noes – None.

July 25/99- Special

Lecture by Schoonmaker.

Mr Wilson stated that at the President's request he had investigated the matter of Mr Schoonmaker lecturing before the Institute on matter connected with the trade of San Francisco and its possible development in the Orient.

After some discussion on this matter no action was taken and the meeting adjourned.

Jos M Cumming
Secretary

E P Neald
Recording Secretary.

August 1/99

San Francisco August 1st 1899

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library this evening at eight o'clock, present Trustees Brunt-Culver, Neald, Healy, Fraser, Kendrick, Tichner, Wallis, Mr President (9) Absent-Trustees McLaren, Neal, Plum, Presson, Wilson (5)

The minutes of the previous meeting were read and approved.

Mr Wilson entered.

The Finance Committee presented the following report;

San Francisco August 1, 1899

To the President and Board of Trustees-

Gentlemen:-

Your Committee on Finance would report cash in hand to-night, $1,545.08

& present bills amounting to;

Institute	1,074.33	
Fair-	291.50	1,365.83

and recommend that they be paid.

Respectfully submitted
E P Neald
Finance Com. R Kendrick
J N Culver

San Francisco, August 1st, 1899. 189

1- Pay Roll,			
F. J. Teggart,	150.00		
F.B.Graves,	110.00		
J.R.Wood,	90.00		
R.D.Colquhoun	87.50		
Sundays 12.50			
Month -75.00			
W.R.Williams,	60.00		
W.H.Woolcock,	45.00		
Miss S.Huntington	40.00		
F.J.Gillman,	30.00		
W.W.Henry	15.00		
H.L.Moulthrop	7.50		
F.E.Harris,	50.00		
C.Parry,	29.33		
D.Cumberland,	12.00		
Jos.M.Cumming,	150.00		
A.Ahern,	45.00		
J.A.Jackson,	90.00	1,011	33
2- Pay Roll			
W.Alexander,	2.00		
G.A.Waltonspeil	2.00	4	00
3- F.J.Teggart,		59	00
		$ 1,074	33

31st Industrial Exposition

1- Pay Roll			
Carl H.Clark,	125.00		
D.Williamson	75.00	200	00

continued---

Brought Forward-		$ 200	00
2- Pay Roll			
Ed.Boylan,	14.00		
M.G.Buckley	14.00		
C.Hamilton	12.00		
M.Galvin,	2.00		
T.Mallon,	8.00		
T.Gibbons,	2.00		
B.Leavey,	8.00		
J.J.Bryant,	8.00		
M.Israel	2.50		
Jack Hall,	15.00		
M.P.Bee,	6.00	91	50
		$ 291	50

August 1/99-

The report was received and adopted, and the bills ordered paid by the following vote: ayes- Brunt. Culver. Neald. Healy. Kendrick Fraser. Tickner. Wallis Wilson. Mr. President (10) Noes- None.

Painting in Bank

Mr Fraser for the Committee on Buildings & Repairs reported that the Mutual Savings Bank requested that the wainscoting in their office be painted. Mr Fraser stated that the cost would be about $10.00, and on his recommendation the work was ordered done by the following vote: ayes- Brunt. Culver. Heald. Healy. Kendrick. Fraser. Tickner. Wallis. Wilson. Mr President 10. Noes- None.

The Machinery Committee presented the following report which was adopted:

Report Committee on Machinery-

San Francisco Aug. 1. 1899

To the President and Board of Trustees-

Gentlemen:-

Your Machinery Committee reports as follows:

Electricity for Fair- Rates accepted.

We recommend that the proposition of the S. F. Gas & Electric Light Company- to furnish electricity for the Fair be adopted- The proposition is as follows: We to pay 7 cents per thousand watts for power, 8 cents per thousand watts for light, exhibitors to pay 12 cents per thousand watts. It is to be understood that the Institute shall have the right to furnish power or steam to exhibitors to illuminate their own exhibits. and that parties exhibiting gas engines shall have the right to illuminate their own exhibit with electric light from their engines.

Respectfully submitted-

Machinery Com. { Geo H Wallis
R. Kendrick

The Committee on Tickets and Admissions presented the following report which was adopted

August 1/99

Report Committee on Tickets & Admissions.

San Francisco Aug. 1. 1899.

To the Board of Trustees-
Mechanics' Institute

Gentlemen:-

Price of Season Tickets

Your Committee on Tickets and Admissions recommend the following rate for Season Tickets for the 3/rd Exhibition-

Double Season-	$5-
Single Season	2.50
Childrens' "	1.50
Members double	2.50
" single	1.25

Further, that the $5- for outside double season tickets shall include admission to membership and three months dues in the Mechanics' Institute.

Further that 10% be allowed on sales of outside season tickets to agents.

Respectfully submitted-

Committee on Tickets & Admission { Walter N Brunt
W. S. Tickner
E. P. Heald

The Librarian presented his report for the month of July which was received and the following names mentioned ~~as~~ therein as having visited the Institute were on motion approved.

New Members.

Mrs F S Johnson-	Miss Belle Drecft	Miss S Alcalde
Mrs a Baruch	Marcus P. Hall-	Miss a Tober
B D Ziegle	W A Gray-	Mrs Jos. O'Brien
Myes F Charles	A Grothwell	G R Greenleaf
S J Brun	F J Devine	N B Rathoff
Curtis Tobey Jr.	E E Henry-	F Schiller
Jno Larrison	W Pickersgill	F S Douty
D Rosenberg-	N A Judd-	Wm Lentz
A Scherholz	J D Cosgrave	N E Russ
T Van Ness-	H J Bishop	J C Nelson
Jno R Smith	H N Greene	Myes N Applegate
Isabel M Steel	Jos C Tittel	Geo N Young
Chas N Pike	H E Williams	H adelsdorfer

August 1/99-

The Secretary presented his report for the month of July which was received and ordered spread on the minutes.

Secty.

San Francisco, Aug. 1st 1899

To the Board of Trustees -

Gentlemen:-

I submit herewith financial statement for month ending July 31. 1899-

1899 July 1st- Cash on hand- #1,189.96

Receipts

Dues-		1,469.00	
Entrance Fees-		78 -	
Books paid for fines & extras-		94.20	
Library Bulletin ads.		2.90	
Classes- Fees		1 -	
Donations		48.90	
Mutual Savings Bank July rent-		325 -	
Folsom St. Rest Receipts		101.20	
Pavilion rent 675-			
Hayes St. rents	271.70		
Gas -	113.10		
Mantels -	17.00		
Lighting	18.00		
Damages -	20.70		
License	10 -		
Labor	12	1,137.50	
31st Industrial Exposition -			
Space -	452.50		
Privileges	30	482.50	
			3,740.20
			#4,930.16

Expenditures

Books -		238.86	
Books-Lick Fund		1.90	
Binding		164.73	
Classes -		60.00	
Expense -		72.94	
Fuel -		32.06	
Folsom St Rest			
Wages #70-			
Interest 500-			
Improvements 75.76			
Water 5.05		650.81	
Insurance		432.80	
Interest		23.17	
Lighting		84.42	
Library Bulletin		39 -	
Printing & Stationery		124.62	
Periodicals		3 -	
Repairs		87.25	
Salaries-Institute		195 -	
Library		748.37	
Water		17.15	
Pavilion			
Salary -		90 -	
Labor -		89.75	
Insurance		129.50	
Gas -		9.92	
Repairs		9.25	
Water		8.50	
Water-Hayes St.		6.80	
Rent Gal		10 -	
Telephone		5.50	3,735.35
			392.33
			3727.58
			#1202.58
31st Industrial Exposition			
August 1st, 1899 - Cash on hand-			#4930.16

Jos M Cumming Secty

Aug 7/99-

Rising recommended as Juror for Paris

A letter was read from Prof. A D Rising stating that he was to be recommended for appointment as a Juror at the coming Paris Fair, and he requested a letter from the Institute stating that he had served in that capacity for the Institute

On motion the request was granted, and it was ordered that a letter signed by the President and Secretary be written as requested.

By-Laws ordered printed

A letter from E. Lubbham, Santa Cruz, was read, wishing to know what the Institute was to do in the way of an Agricultural display this year.

On motion the letter was ordered acknowledged and a statement ordered sent in the letter that the Institute would not hold an agricultural display this year.

Several letters regarding privileges and special features for the Fair were referred to the Management Committee

Stanford Univ. Exhibits.

A letter from Professor Jordan in relation to the exhibit of Stanford University was referred to the Exhibits Committee-

Denny allowed to rejoin.

A letter was read from J O Denny stating that while absent from the City two years ago his dues had accumulated, and his membership had been terminated

The letter requested the privilege of joining the Institute again, and on motion of Mr Wilson, Mr Denny was allowed to rejoin the Institute without prejudice from the fact of his having been previously dropped from the roll.

Schools to be admitted to Fair.

The question then arose as to the admission of school children to the Fair.

Mr Tuckner moved that the school children of the City be admitted free once to the Fair commencing the first day of the Fair, and dividing them up during the entire Fair.

The motion was carried.

Lowe hired.

Mr Fraser for the Management Committee recommended that J A Lowe be employed at once at #2.00 per day until the opening of the Fair, and thereafter at the rate of #2.50 per day- Mr. Lowe to be employed in connection with the fish tanks and obtaining fish.

The motion was carried.

Posters

The designs submitted for posters advertising the Fair were then considered by the Board,

aug 1/99

Poster designs selected.

and the various designs voted on with the result that the design of E E Knight was selected for the poster, and the Board then selected the design of Geo F Mannel to be used for a window card.

On motion the matter of changing the lettering on the poster and window cards was referred to the Committees on Printing & Advertising and Art with power.

On motion the matter of setting the number of posters to be printed was left to the Committee on Printing and Advertising with power.

Amendments to By Laws Adopted.

Mr Wilson withdrew.

The amendment offered to Section 1 of Article 4 of the By-Laws and Section 2 of Article 3 of the by-laws by Mr. Tuckney at meeting of May 2nd last, were then adopted.

" "

The amendments offered by Mr Wallis at the meeting of June 13 to Sections 3, 7, and 8 of Article 2 of the By-Laws were then adopted.

By laws Printed.

Mr Culver moved that the Printing and Advertising Committee be authorized and empowered to have printed 100 copies of the By-Laws in the cheapest form possible.

Request of P Doerinker to be allowed to use one of the Relief maps hung in the hall to copy from for a large map being made by him for the Paris Fair was granted, he to be allowed to use the map in one of the rooms of the Library.

No Liquid Air.

The President reported that the Liquid Air machine made in England could not be obtained for the Fair.

Mr Wilson returned.

Absence of Trustee.

The President then called the attention of the Board to Section 10 of Article 11 of the Constitution in regard to the absence of a Trustee.

Plum gets Leave

The Secretary then read a letter from Mr Plum asking for six weeks leave of absence and on motion Mr Plum's request was granted.

Plan to be sent Corbett.

The matter of appointing a Committee to draw up a plan for a Library Building to be submitted to Mr H H Corbett of Paris as passed at the last meeting came up, and Mr Wallis moved that a Committee

August 1/99

be appointed to draw up the plans.

The motion was carried and the Chair appointed Messrs Wallis, Wilson, Kendrick as a Committee.

Heald gets Leave

Mr Heald was granted a leave of absence for three weeks.

Kendrick on Art Comm.

Mr Heald requested that during his absence Mr Kendrick be placed on the Art Committee in order to assist the Committee in the decorating of the Pavilion.

On motion the request was granted.

Material for binding books.

The President stated that the attention of the Librarian had been called in the matter of changing the material for binding books.

It was decided that the Management and Exhibits Committee should meet at 5 P.M. each day hereafter.

No Turnstiles

Mr Heald for the Finance Committee reported against the proposition to use the turnstiles offered for the Fair by J K Pryor.

Privileges Awarded

The Management Committee then reported on the privileges and read the following list of bids:

J. Seidl & Co. Candy. Pop Corn & Crisp, Soda Water & Ice Cream & Lemonade, Root Beer Ginger Ale & Cider & Chewing Gum — #2315 with school children.
J Seidl & Co - same as above 30% of gross receipts
J Seidl & Co " " 27% " " " without school children
D & Ciphers & Co "Soda" Water & Ice Cream #675.00 — Pop Corn 350.00 Restaurant 265-
Candy $505. or for all of the above privileges — #1955 - or for all of the above privileges 30% gross receipts.
G H Stulz - Pop Corn & Crisps if school children are not allowed 355-
G H Stulz " " " " " are allowed 455-
G H Stulz "Candy" " " " " are allowed 805-
G H Stulz " " " " " not allowed 505-
W H Martin "Restaurant 220-
" Martin Pop Corn - 390
W. H. Martin Candy 480
W. H. Martin Ice Cream & Soda Water 650
or 38% gross receipts
G Gallett - Ice Cream & Soda Water, Pop Corn & Crisps Ginger Ale & Root Beer Cider & Lemonade 25% gross receipts
Geo Edwards, Soda Water & Ice Cream - 550-
Candy - 550-
Pop Corn - 350
Root Beer - & Ginger ale - 60-
Cidery & Lem on ade 60-
#1520-
Geo Edwards without school children
with school children -
Soda Water with Ice Cream .750
Candy .750
Pop Corn .525 or 24%
Root Beer - & Ginger ale .100
Cidery & Lemonade .100
L Rose Pop Corn & Pop Corn Crisps .200
Jno F Revalk or will pay 15% on gross sales Pop Corn & Pop Corn Crisps
Mrs R Greenan Pop Corn & Crisps 205-
Fred B Sloyd - Restaurant including Wines & Beers 390-
W H Martin Cider & Lemonade, Root Beer & Ginger Ale, exclusive 250-
J H Martin Chips } exclusive 173-
Oats } 33-
23
The bid for candy, Soda water, Pop Corn & Crisps, Root Beer and Ginger Ale, Cider, Lemonade and Chewing gum was awarded to J Seidl & Co for #2315- provided he agree to omit the chewing gum privilege if required - the sum of #500 to be deducted for the same.

The bid for restaurant was awarded to D. & Ciphers for #265-

The bid for whips #33. Toys #25- of W H Martin were accepted.

August 1/99-

Advice from Manila of Filipinos en route.

Letters were then read from Lieutenant A. Wayne and H. P. Thomas from Manila stating that a family of Filipinos had been shipped besides a circus troupe.

The matter was discussed at great length as to what should be done with these people on their arrival, and the Management Committee were given power to take the necessary steps for keeping the people properly.

Bond for Filipinos

The President and Secretary were authorized to sign whatever bond might be required by the Government for the return of the Filipinos

The matter of sending the Filipinos out of the City to give entertainments before the opening of the Fair, was referred to the Management Committee.

Mr

Mr Grunt moved that if practical a pay reception to the Circus troupe be given in the Pavelyon immediately after its arrival in town-

Hopps poster

A letter was read from H R Hopps stating that if his design for a poster was not accepted ~~and~~ he would contribute it to the Institute

The ~~design~~ offer was accepted and the thanks of the Institute ordered sent to Mr Hopps-

Heald exhibit

Mr Wallis stated that the Management Committee had arranged with Mr Heald for his exhibit, and that Mr Heald would pay as rent for his space an amount sufficient to pay for the light consumed in his exhibit

The proposition was accepted-

The propositions of Morgan & Robertson and A Paret for privileges were referred to the Management Committee with power.

The meeting then adjourned.

J. M. Cumming
Secretary.

E. P. Heald
Recording Secretary.

Specials.

August 8/99

San Francisco. August 8, 1899-

Special meeting of the Board of Trustees of the Mechanics Institute held in the Mechanics Institute Library Building this evening at eight o'clock- present Trustees- Grunt. Healy. Kendrick- McLaren. Fraser. Tuckner, Wallis. Wilson. Mr President (9) absent-Trustees Culver- Neald, Neal. Plum. Presson (5)-

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report which was adopted-

Secty to keep Bill Book.

— Finance Committee Report —

San Franasco Aug 8/99

To the President and Board of Trustees

Gentlemen

Your Finance Committee would recommend that the Secretary shall keep from now until the close of the Fair a book- stating on its debit side the expenditures of every kind so far as known, and on the other side the receipts of the Fair from every source, and that the footings of each side of this book be read at every meeting by your Finance Committee Your Committee are of opinion that it is very essential to know from week to week how the Fair is running, whether at a gain or loss-

Geo. R. Presson
E. P. Heald
J. V. Culver
R. Kendrick
} Finance Committee

Wilson to be Acting Rec. Sec.

The Secretary stated that during Mr Heald's absence it would be necessary to have a Recording Secretary pro tem inorder to sign the checks on the bank, and on motion Mr Wilson was elected Recording Secretary during Mr Heald's absence.

The Secretary presented the bill for Pay Roll for 31st Industrial Exposition amounting to $127- and also a bill of $500. payable to Joseph M Cumming for amount advanced to Gonsalo de Rivas y Fernandez on account of contract for the Filipino Circus troupe sent over by H. P. Thomas According to the terms of the contract two weeks-

pay amounting to #933.38 were due, and on motion the bills presented were ordered paid, and the Secretary instructed to settle with Mr Rivas to-morrow for the balance of the two weeks by the following vote: ayes- Brunt, Healy, Kendrick Mc Laren- Fraser. Tuckner, Wallis, Wilson, Mr President (9) Absent- Trustees - Culver, Heald Neal, Plum, Presson (5)

Before the payment of bills the contract with Mr Rivas was read:

Rivas Contract for Circus.

— Agreement —

This agreement made and entered into on this - day of August 1899, by and between Gonsalo de Rivas y Fernandez, and the Mechanics' Institute of San Francisco California, U. S. A. Witnesseth:-

Whereas, the said Gonsalo de Rivas y Fernandez has brought to San Francisco, California, from the Philippine Islands professional actors, acrobats and tumblers consisting of thirty two artists and eight trained assistants, and has also brought with him six trained horses and certain equipments and personal property necessary for the giving of performances of an unique and unusual character.

And whereas the said Mechanics' Institute is desirous of employing and engaging the said actors - acrobats and tumblers to give such performances - through the said Gonsalo de Rivas y Fernandez.

Now, therefore it is agreed that the said troupe and animals shall appear for the Mechanics' Institute ~~at~~ at least once a day during the exhibition of the said Mechanics' Institute in 1899 - and ~~as often each~~ as often each day as the Institute shall direct -

And prior to the opening of said Mechanics' Institute annual Exhibition, at such times as the Institute may direct, and the said Gonsalo de Rivas y Fernandez agrees to furnish the members of said troupe with all necessary food, clothing and other articles of personal property that may be required for their comfort, and also to furnish the necessary provender for the animals.

And as compensation the said Mechanics' Institute agrees to pay to the said Gonsalo de Rivas y Fernandez for the use and hire of said persons animals

Rivas Contract for Circus

and other personal property at the rate of Two Thousand Dollars, gold coin, per month, from the time the transport "Leelanaw" left Manila with said people animals and personal property for San Francisco, Cal. until the date of the opening of the said Mechanics Fair of 1899 - and after the formal opening thereof and until the close of said Fair, at the rate of Two Thousand Two Hundred and Fifty Dollars in gold coin per month - fractions of month, if any, should be worked, shall be paid for, for the time actually employed at the above rate -

The salaries to be paid weekly in advance, that during the continuance of this contract the said actors, acrobats and tumblers will not perform or render services for any other party or parties without the written consent of the Mechanics Institute -

All moneys to be paid as salaries shall be given over to the said Gonsalo de Rivas y Fernandez and his receipt therefor shall be deemed evidence of payment as between the said actors, acrobats and tumblers and assistants, and the Mechanics Institute, and shall operate as a release from any and all claims for services rendered by them.

In no event shall the Mechanics' Institute be liable to said individuals, or any of them, for or on account of salary, clothing, injuries or any other thing whatsoever.

Witness our hands the day and year above written -

Mechanics Institute -
San Francisco -
(Signed Gonsalo de Rivas)

attached to the contract is an agreement signed by Pablo M Tastey, owner of a large part of the circus property agreeing to its use.

Large Poster.

The Printing & Advertising Committee presented a design for a large poster, and Mr Brunt for the Committee asked permission to contract for 25 of them at #4 - each - including the posting, and the request was granted with the proviso that the location of the posters be submitted to the Committee before being posted -

Book Mark

Mr Wilson for the Committee submitted a design for a book mark to be distributed in the Library exhibit at the Fair.

After some discussion the matter was referred back to the Committee on Printing & Advertising for further information

August 8/99 — Special.

The Library Committee presented the following report:

Library Com

— Library Committee Report —

San Francisco Aug. 8/99 -

To the President and Board of Trustees -

Gentlemen:-

Com. want instructions re expenditures for books.

Your Library Committee reports as follows: regarding the prospects for purchasing books for the Library the balance of the fiscal year.

Your Committee does not see any reason that the net gain of receipts over expenditures for the present fiscal year, and under these circumstances does not consider that the amount expended for books this current year should exceed that expended the last fiscal year unless authorized by the Board. The amount expended the last fiscal year was #3667.43. There was a net gain of receipts over expenditures last year of about #1,960.00, but your Committee is of the opinion that even should there be a similar state of affairs this year it would be no good reason for spending any considerable portion of that amount for books as it is more than likely that the binding bill for the present year will exceed that of last year by one thousand dollars. The amount expended for books already this year to August 1st last amounted to #1,998.77 Assuming that there will be no more money to purchase books with than last year this would leave the amount yet to be expended this year for books #1,668.66. There are lists of books yet to be recommended to the Board for purchase amounting to about #700 - This would cut down the amount yet to be expended to #968.66 for the coming seven months. There are also a number of book bills unpaid, but these bills will probably be offset by the books that will be signed for by this Committee during next Feby. and which will not be paid for until the coming fiscal year. Under these circumstances your Committee wishes to report to the Board that it does not feel that it can recommend for purchase during the balance of this year, books to exceed the value of #138. each month unless instructed by the Board of Trustees

P. S. Healy, R. Kendrick, Walter D. Brunt

Special. — Aug. 8/99

Liby Com. report not adopted.

A motion to adopt the report was lost by the following vote: ayes - Brunt, Healy, Kendrick, McLaren (4) Noes - Fraser - Fickert, Wallis Wilson, Vice President (5)

A letter from Edw. Stevens bidding for the hauling of the pictures to and from the Art Gallery & the Pavilion during the Fair was read and referred to the Art Committee

Executive Session.

On motion the meeting went into executive session

University Ex.

The President reported that the Regents of the State University had appropriated #200.00 for the expenses of their exhibit during the Fair, and that Mrs Phoebe Hearst had agreed to furnish the Institute with the plans for the Architectural Competition for the University, if space could be provided, 600 lineal feet being needed.

Liquid Air

In regard to Liquid Air the President stated that it might be well to advertise in a New York paper asking for a Liquid Air machine, and on motion the President and Secretary were authorized to put an advertisement in some New York paper.

Selling posters.

The President suggested the advisability of keeping some of the window cards advertising the Fair to be sold from the Institute exhibit and after the Fair

Filipinos Arrived.

The President stated that the Filipinos for the Fair had arrived there being 65 persons in all, 19 of whom were for the Filipine village and 46 being in the Circus, the contract for which was read in the earlier part of the evening.

Conflict with W.S. Silver.

The President stated that Mr. W. P. Silver had come with the Filipinos, and that Mr Thomas had signed a contract he had drawn up with Mr Silver in which he agreed that Mr Silver would be paid #50.00 per month from the time he left Manila, that he should be given passage from Manila and return, that the customs duty on his exhibit be paid, that he be allowed to sell in the Pavilion free of charge, and that he have

August 8/99 - Special.

W B Silver

has goods sent to Cleveland, Ohio after the close of the Fair.

The President stated that such contract made by Mr Thomas was done entirely without authority from the Institute, and that his opinion was that the Institute could not recognize any such contract,

Pres auth to deal with Silver.

and on motion it was decided that the President be authorized to deal with Mr Silver in such a way as in his judgment would be for the best interests of the Mechanics Institute

Interpreter

The President spoke of the necessity of securing a Spanish Interpreter during the Fair, and he proposed the name of F M Gaines -

On motion the President was instructed to secure a proper person for the purpose.

Trial performance of Circus.

The matter of holding a performance before the Fair of the Filipino circus was then considered.

Mr Wallis moved that a ring be put up at once in the Pavilion in order to see what the performance would be like.

The motion was carried.

The Committee on Music were instructed to immediately take charge of the matter of preparing the ring.

The matter of locating the circus during the Fair was then discussed, and the President recommended that the Management Committee make arrangements for seats in the gallery.

Opening Exercises at Pavilion

The matter of opening exercises was then discussed, and a motion was carried that the opening exercises of the Fair be held at the Pavilion on the evening of opening the Fair.

The Management Committee presented the following report:

Management Committee Report -
San Francisco Aug. 8/99

To the President and Board of Trustees

Gentlemen:-

Privileges

Your Management Committee reports as follows:

1st - We have awarded privilege for selling Polishing Paste to Morgan & Robertson for cost of space

Special. Aug. 3/99 -

and 15 per cent of sales.

2nd:- We have given permission to A S Paret to sell Wire Corset strengtheners without charge, he paying for his space at regular rates, and the selling privilege being given in consideration of his making a manufacturing exhibit.

Potters wheel (No action)

3rd:- In regard to the appropriation made of $100 - to Mrs Wm. Ireland for exhibiting Potters wheel, would report that Mrs Ireland states that it would be impossible for her to accept this proposition. We recommend that the Institute pay Mrs Wm. Ireland $250. - for making this exhibit, the Institute to receive 50 per cent of the gross sales made by her.

Seidl's offer.

4th - At the last meeting J Seidl & Co. were awarded the privilege for Candy, etc, with the understanding that if necessary they would omit the privilege for Chewing Gums and deduct $50. from their bid as the Chewing Gum Exhibitor who wishes the privilege will not come into the Fair, the privilege for selling Chewing Gums has been included in Seidl & Co's privilege, with the understanding that they increase their bid to $50 over $2.315.00 bid.

Respectfully submitted

Management Committee { J P Fraser
P J Healy
Geo H Wallis

The third article of the report was not acted upon.

The fourth article relating to Mr Seidl's privilege was confirmed.

The contract as drawn up by the Secretary with Mr Seidl was then read.

The meeting then adjourned -

Wm Cumming
Secretary

Horace Wilson
Acting Recording Secretary

August 15/99

San Francisco August 15, 1899

Regular meeting of the Board of Trustees of the Mechanics Institute called to order at the Mechanics Pavilion, to-night at eight o'clock, by Vice President Kendrick- present Trustees Brunt, Healy, Kendrick McLaren Fraser, Tuckner, Wallis Wilson (8) absent- Trustees- Culver, Heald, Neal, Plum, Presson Mr President (6)

The minutes of the previous meeting were read and approved.

The Secretary presented the following bills signed by the proper Committees, but not as yet signed by the Finance Committee-

Regular account-

Reigle & Jamieson	#400-
31st Industrial Exposition	
Gonsalo de Rivas	625-
Pay Roll-	193-
Jos M Cumming	221.25
Bert Schlesinger	550 —
Gus Faber-	60 -
Pay Roll	44-

On motion the bills were ordered paid by the following vote; ayes Brunt, Healy, Kendrick, McLaren, Fraser, Tuckner, Wallis, Wilson (8) Noes- None.

The Secretary stated that it would be necessary to borrow some money to pay the bills just authorized, and the following resolution was presented- and adopted by the following vote: ayes, Brunt, Healy Kendrick, McLaren, Fraser, Tuckner, Wallis Wilson (8) Noes- None.

Resolution to borrow $1,500.

~~The Secretary read a statement that the~~

Copy of Resolution to Borrow Money-

"Resolved that the President and Secretary of this corporation, the Mechanics' Institute of San Francisco be and they are, hereby authorized and empowered to borrow of the First National Bank of San Francisco, Cal., a sum not to exceed Fifteen Hundred Dollars at such rate of interest as they may deem expedient, and that the President and Secretary be and they are hereby authorized and empowered to make and deliver to the lender the promissory notes of this corporation for such sums as may be required

August 15. 1899

The Secretary read a statement that the receipts from the Fair to date were #1,939. and the bills contracted #1,982.75

Mr Healy for the Library Committee presented a list of books amounting to #795.20

Purchase of books Healy's protest

Mr Healy stated that he objected to purchase of two of the books in the list, but that they had been purchased nevertheless.

On motion the books were ordered purchased by the following vote: ayes Brunt, Kendrick, McLaren, Fraser, Tuckner, Wallis Wilson (7) Mr Healy voting aye for all books except the two objected to by him, he stating that he intended filing a written protest & the manner of the purchase of said books

& Ayes 6,

Mr Healy then presented another list of books amounting to #292.15, and there being some objections made by Mr Healy to some of the books on the list, the matter of voting on same was deferred until a conference was held by the Library Committee

The Committee on Lectures and Classes presented the following report which was adopted.

Report Committee on Lectures & Classes

San Francisco Aug. 15, 1899

To the Board of Trustees

Gentlemen:-

Classes to be re-opened

It is recommended that the Drawing Classes- Free Hand and Mechanical be reopened at the usual time- the first week in September beginning Sept. 4th- and that Mr Latimer and Mr Behrend be appointed as teachers at the usual salary of #30.00 per month- during the pleasure of the Board of Trustees-

Respectfully submitted-

Committee { Horace Wilson, N L Tuckner

The Printing and Advertising Committee made a statement of the locations in which the three sheet posters would be put up, and after some discussion the matter of selecting the locations for the same was referred back to the Printing & Advertising Committee with power.

August 15 1899

Mr Healy for the Library Committee then presented the book list of $292. 15 which the Committee had reduced in its conference to $277 14. Mr Healy also objecting to one ~~book~~ sheet in the list.

The books were ordered purchased by the following vote; ayes - Brunt, Kendrick McLaren, Fraser, Tuckner, Wallis, Nelson (7) Mr Healy voting aye for all books with the exception of the one ~~book~~ sheet to which he objected

The Management Committee presented the following report which was received, and all the recommendations adopted.

- Management Committee Report -

San Francisco, Cal. Aug. 15. 1899

Board of Trustees -

Gentlemen:-

Your Management Committee reports as follows:

Filipino Circus performance

1st - We have made arrangements for performance of the Filipino Circus Thursday, Friday and Saturday evenings of this week, and Saturday matinee; prices of admission to be 25 and 50 cents;

Gage Phelan invited

2nd We recommend that Governor Gage and Mayor Phelan be invited to deliver addresses on the opening night of the Fair.

Employees

3rd - We recommend the following employes -

Sergeant of Day Watch - J A Jackson
" " Night " Mrs Buckley -

Watchmen -

Geo N Tichenor - E H Hitchings
M T Bee - Chas Hamilton
E Boylan - J B Purpont
Thos R Horton - J Broske
P Maxwell - J R Grobb
N H Chaplin - E F Kilbur
M Galvin - Thos J McGinnis
F H Bunker - Jno T Cosgrove
J O Chilton -

Women for Cloak Room -

Mrs M A Symmons - Mrs Wallace Bunker

Women in Ladies Room -

Mrs D H Hotchkiss - Mrs E Dietz

Clerk and Stenographer to Secretary - Frank N Lombard -

We recommend that the rates of pay be as follows: -

Sergeants -	$3 - per day -
Watchmen	2.50 " "
Women -	2 - " "
F H Lombard -	3 " "

Respectfully submitted

Committee: P J Fraser - P J Healy - Geo H Wallis

Excursions

Mr Healy reported that he had seen the S. F. and N. P. Rail Road Company in regard to an excursion, and that they would give one on Sept. 30th or October 7th, they to attach a coupon ticket for admission to the Fair, and pay us 20 cents for each ticket

On motion the date for the excursion was fixed for the last Saturday in September.

The Machinery Committee presented the following report; which was adopted -

Machinery Committee Report -

San Francisco Aug. 14/99

To the Board of Trustees -

Gentlemen

Dodge for Engineer

Your Machinery Committee recommends the appointment of F L Dodge as engineer during the Fair at a salary of $3.50 per day

Machinery Com. { Geo H Wallis / R Kendrick

For the Ticket Committee Mr Brunt reported progress

New Members

The Librarian presented the following names as having joined the Institute all of which were on motion approved -

W N Williams	C L Beckwith -	N Beveridge
Mrs D J Murphy -	R F Monges -	D H Ward
J O Denny -	A Ury -	J J Fitzpatrick
Mrs D F Booze -	L D McGeneagan	E F Murdock
F J Noney -	W Schmidt	D Stoney
D F Duro -	J J Crawford	A Klann
W R Hudson	A W Sonnenckel -	Mrs E Morgan
Mrs R R Mitchell	C P Howe -	A Kenworth
F M Buplow M. D.	Miss H Patterson	J J Kavanagh
E A Yoely	G C Thompson	J M Kent
Miss A Phillips	Geo W Rickers	

August 15/99

Two letters were read in regard to making an electric sign for the Pavilion, but no action was taken.

A letter was read from D R McNeil in regard to renting the Folsom St street lot and on motion referred to the Committee on Folsom St lot.

San Francisco Aug 11/99.

Colonel Geo H Wallis.
Chairman Committee on
Grounds of the Mechanics Institute

McNeills offer for Folsom St lot

Dear Sir -

In accordance with our verbal understanding I submit the following proposition for a lease of the 16th & Folsom Sts. grounds. I will take a lease for 2 years from the 1st of January 1900. at $100. per month rent, I to get immediate possession with rent free until Jan. 1st, except in case I rent to a Circus, I will pay you the amount received for rent less ten per cent and if I get the lease I will let to the Circus free of rent if I can not do better. I will carry out your agreement with the University Football people as I understand it: Viz - to give them the grounds for 5 preliminary Saturday games and the Thanksgiving Day Game and provide a stand on the usual order of the Football stands 200 feet long on the Folsom St street side for the total sum of $1150., provided however that they close the contract with you right away or within a reasonable time, I would expect under the new lease the same rights in regard to the present improvements as I had under the old lease, except the clauses in reference to keeping the sidewalks in repair and in reference to plumbing be stricken out, also that the new lease contain a clause to the effect that on or before Oct. 1st 1901, you give me notice of your intention to charge more rent or that you wish to use the property for other purposes, than for which I propose to use it viz: Show and athletic purposes and on receiving such notice I shall within 30 days from the expiration of my lease under such circumstances or any other circumstances

August 15/99

remove my improvements from the premises, in case of failure on your part to notify me as above, then, I shall have the right to occupy the premises for an additional year at the same rent, and so on from year to year for a term of 5 years from Jan. 1st 1900. I would like to have it understood that I can have the support of the Institute if needed in the manner indicated to you, awaiting an early reply -

I am sincerely yours
D R McNeill

Date for 2d meeting. Legal Holiday.

The Secretary stated that the next Quarterly meeting would fall on September 4th - which would be a legal holiday - and he requested to know when it should be held, and on motion the matter of fixing the date was referred to the President and Secretary with power to decide on which day the meeting should be held.

Letters to be sent soliciting members.

The Secretary stated that he thought it advisable to send out 5,000 letters this month to parties, soliciting membership in the Institute, instead of 3,000 as has been done for the past five months, making a special effort to get members this time during the Fair, and he also stated that he thought it advisable to send a letter to each member of the Institute requesting their assistance for the Fair, and soliciting them to purchase season tickets.

On motion both of the letters were ordered sent out.

Advertising Kites.

A letter was read from the Aerial Display Advertising Co. in regard to advertising the Fair by means of their kites.

The letter was referred to the Printing & Advertising Committee -

Thomas and Hayne's letters.

Letters received from A P Thomas and A P Nayne in regard to the Filipino attractions for the Fair.

The meeting then adjourned -

J M Cummings Secretary.

Lorraine Nelson
acting Recording Secretary.

August 22/99 — Specials.

San Francisco Aug. 22, 1899

Special meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Pavilion to-night, present Trustees Brunt. Healy. McLaren. Fraser. Tuckner. Wallis. Nelson. Mr President (8) Absent - Trustees - Culver. Heald. Kendrick. Neal Plum. Presson (6)

The minutes of the previous meeting were read and approved.

Wallis on Finance — The President stated that on account of the sickness of Mr Culver he had appointed Mr Wallis on the Finance Committee in his place.

Mr Kendrick entered -

The Secretary presented the following bills signed by the proper Committees, but not signed by the Finance Committee.

Regular account:

Jos. McCumming - 31st Industrial Exposition Pay Roll.	#61 - 317 -
Jos. McCumming -	550.78
L Faber -	128.85

On motion the bills were ordered paid by the following vote: ayes - Brunt. Healy. Kendrick. McLaren. Fraser. Tuckner - Wallis. Nelson. Mr President (9) Noes - None -

The Secretary stated that the receipts from the Fair to date were #2,720.60, and the indebtedness contracted #10,460.76 -

The Printing & Advertising Committee reported progress.

The Folsom St Lot Committee presented the following report: which was adopted -

~ Report Committee on Folsom St. Lot ~

San Francisco Aug. 22/99

Folsom St — To the President and Board of Trustees

Gentlemen: -

Mr McNeill offer. — Your Committee on Folsom St. Lot. beg to report as follows: -

In the matter of the proposition of D R McNeil under date of Aug. 11 th last - we beg to state that we have fully considered the same, and recommend that

Specials. — Aug 22/99

McNeills offer declined. — Mr McNeills bid be declined.

It is the opinion of your Committee that the improvements which he refers to in his letter, are now the property of the Mechanics Institute and should not be taken into consideration in any contract to be made in the future -

Your Committee would also suggest that if Mr McNeil sees fit to make a flat reasonable bid for the Folsom St lot in its present condition, with the proviso that whatever improvements are put on the lot are the property of the Mechanics' Institute, they would recommend that such a bid be favorably entertained

Respectfully submitted -

Committee on Folsom St. Lot — Geo H Wallis, R Kendrick

Man Com. — The Management Committee presented the following report which was adopted

Management Committee Report -

San Francisco Aug 22. 1899

To the Board of Trustees -

Gentlemen: -

Your Management Committee reports as follows: -

Privileges. — Granted the privilege to Jones & Kennett to take tin types #50. and

Proposed McClelland to take miniature photographs #75 -

Indians - Healy sent. — Word has been received from Uteah that it is necessary to send somebody up to look after collection and exhibit of Indians and make proper exertion to get exhibit ready in time, and we recommend that Trustee Healy be requested to go to Uteah and attend to this matter -

Respectfully

Management Committee — J P Fraser, F Healy, G H Wallis

August 22/99 — Specials.

The Machinery Committee presented the following report which was adopted.

Machinery Committee Report

San Francisco Aug. 22/99

To the Board of Trustees -

Gentlemen -

Coal bid accepted.

Your Machinery Committee have the honor to report that at a meeting called to consider the fuel to be used at the Fair, after due consideration of the various bids which were handed in - they concluded that the bid offered by the Roslin Coal Company #5.75 per ton was the most advantageous and recommend that it be accepted -

Ceiling Motors.

In the matter of the necessity for using ceiling motors for the Fair, to be run by electric power, that it is not advisable to make any arrangement with the Ceiling Motor Company. As an exhibit however they might show some new points in machinery which would be attractive to visitors at the Fair -

Respectfully submitted -

Machinery Com { Geo H Wallis
R Kendrick

Art Decorations Authorized.

For the Art Committee Mr Kendrick asked how much would be allowed for decorating, and he stated that a plan had been proposed for decorating the building in oriental fashion which would cost about #200 - and on motion the Art Committee were authorized to decorate the Pavilion according to the plan laid out at a cost not to exceed #300 - by the following vote: ayes - Bryant Healy Kendrick, McLaren, Fraser, Tuckner, Wallis Nelson, Mr President (9) Noes - None

Schlobach hired.

Mr Raschen stated that he would need an assistant until September 3rd - to help getting up the catalogue, and he recommended that Mr Schlobach, be hired.

Mr Raschen's recommendation was adopted and the salary of Mr Schlobach referred to the ~~Finance~~ Art Committee with power

Specials. — August 22/99

Knickerbockers.

For the Music Committee Mr Kendrick recommended that the services of the Knickerbocker Quartette be utilized for the Opening night of the Fair, they to receive complementary tickets for the Fair in payment -

The recommendation was adopted -

Opening Exercises

Some discussion was held about the exercises for the opening night and Mr Nelson suggested some kind of a parade around the Fair as one of the features -

Rects. Circus.

Mr Brunt for the Ticket Committee reported that the receipts of the three nights and afternoon of the Filipino Circus amounted to #331.50

The President stated that he had received a letter from Mr Culver stating that he would not be able to attend to the duties of a Trustee for some time on account of ill health and the following letter from Mr Culver was read:

Culver resigns.

San Francisco Aug 15/99

To the President and Trustees - Mechanics Institute

Gentlemen -

On account of ill health which for a long time, has prevented me from performing my duties of a Trustee I hereby tender my resignation to take effect immediately.

With kindest remembrance to each and all of the Institute Trustees and employees I am

Very sincerely yours
J H Culver -

Culvers resig. not accepted.

On motion of Mr Kendrick it was unanimously carried that Mr Culver's resignation be not accepted - and that the Secretary be instructed to inform him that it was the opinion and desire of the Board that he would speedily recover, and that he be given

Culver asks Graves appointment.

a leave of absence for sixty days.

A letter from Mr Culver to the President asking the appointment of Mr H A Graves as an extra night doorkeeper was referred to the Finance Committee.

Secty. appointed Supt.

Mr Fraser then moved that the Secretary of the Institute be appointed Superintendent of the Fair

The motion was carried

Next Fa. meeting Monday Sept 11.

The President stated that it had been decided to hold the next Quarterly meeting of the Institute on Monday Sept. 11th.

Diplomas ordered

The matter of having a diploma for the Fair was then discussed and it was moved and carried that a diploma be issued to exhibitors at the Fair - and that the Art Committee be instructed to proceed to obtain designs for a diploma.

Mr Neal entered.

Request to appoint Clark Immigration offices.

The matter was discussed of having some one to look after the interests of the Institute in connection with the Filipinos, especially as the time for their deportation ~~was~~ would draw near - and on motion it was resolved that we ask the Immigration Bureau to appoint Carl W Clark as Deputy Inspector of the Immigration Bureau without salary.

Water buffalo to carry children.

The President suggested arranging so that the water buffalo in the Filipine village be used to carry children around the village on their backs, and to obtain saddles for that purpose.

The matter was referred to the Management Committee.

Jurors.

The matter of jurors for the Fair was taken up and it was resolved that the Trustees be requested to hand in to the Management Committee the names for jurors and that the Management Committee make recommendations for jurors at the next meeting.

Trustees Wilson and Neal withdrew

Groups for Jurors.

The matter of consolidating the different classes of exhibits for the purpose of judging exhibits was considered, and

it was decided to arrange the classes in groups to be judged as follows:

Juror's Groups.

1, 11 and 29
13, 14, 15, 33
16 to 19 inclusive
20 to 25 "
32, 34 & 46
37, 39 & 42
43 & 44
26, 45 & 47
48, 50

The meeting then adjourned

Jos M Cunningham
Secretary

Horace Wilson
acting Recording Secretary.

August 29/99 Special.

San Francisco, August 29, 1899

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Pavilion this evening at eight o'clock, present Trustees Brunt. Healy. Neal. Fraser. Tuckner. Wallis. Wilson. Mr President (8)

Absent - Trustees Culver. Heald. Kendrick McLaren. Plum. Presson (6)

The minutes of the previous meeting were read and approved.

Messrs McLaren and Kendrick entered.

Ads in Country Papers.

Mr Neal recommended that the sum of $50. be spent in advertising in country papers

The recommendation was lost -

Mr Kendrick for the Finance Committee presented the following bills and recommended that they be paid.

Regular Account - Pay Roll #769 -

31st Industrial Exposition

Jos M Cumming	694.75
Pay Roll -	327.50
Pay Roll	365

On motion the bills were ordered paid by the following vote: ayes - Trustees Brunt - Healy. Kendrick. McLaren. Neal. Fraser - Tuckner. Wallis. Wilson. Mr President (10) Noes - None.

Wayne back.

The President stated that he had seen Lieut. A P Wayne who had returned from Manila and had some conversation with him in reference to the exhibit of W B Silver.

Silvers goods sent to unclaimed warehouse.

The Secretary stated that some of the goods of W B Silver which had been entered at the Custom House and on which there was $204. duty, and that the duty would either have to be paid on the goods or, they would be sent to the unclaimed warehouse

On motion the goods were ordered sent to the unclaimed warehouse.

The Finance Committee presented the following report:

Specials. Aug. 29/99

San Francisco Aug. 29/99

To the Board of Trustees -

Gentlemen -

Doorkeepers.

Your Committee on Finance beg to recommend the following for appointment as Doorkeepers at the Pavilion during the Fair.

Geo F Harmon
Robt Nash
E S Bennett
Ira L Vance

and your Committee would further recommend that in case an additional doorkeeper by needed for evening service that Mr N A Graves be appointed to the position

R Kendrick

Note: The above was agreed to by Mr Silver and Mr Neal at the last meeting of the Committee -

Salaries fixed.

The report was adopted with the provision that the salaries be the same as last year.

Admission to Circus.

For the Management Committee the Secretary stated that the Committee recommended that the admission to the Circus be 15 cents to Adults and 10 cents to children - and that there be two performances each afternoon and evening.

The recommendation was adopted -

Designs for public improvements.

The Secretary read a letter to be sent out to architects and engineers in reference to the competition of designs for public improvements.

On motion the draft of the letter was adopted -

Elec. sign ordered.

The Secretary stated that the Management Committee recommended that an electric sign be placed on the outside of the building to run across the sidewalk with letters about 13 inches high reading on both sides " Mechanics' Fair at a cost not exceeding $90.00.

The recommendation was adopted -

Diving Tank

The Committee recommended that T P A Whitelaw be given a privilege of

placing a Diving Tank and a Diver in the Fair, he to pay all expenses, and the Institute to receive 10 per cent of the receipts.

The motion was adopted.

Healy's Indians here.

Mr Healy reported that he had arrived from Ukiah with 6 Indians to exhibit at the Fair, and that he had been greatly assisted by Dr. J A Hudson, and on motion the thanks of the Board were ordered extended to Dr. Hudson.

Thanks to Dr. Hudson.

For the Music Committee Mr Kendrick presented a copy of the program for the Opening Exercises of the Fair which was adopted.

Mr Kendrick requested permission to arrange with A M Stone to give a specimen performance on the opening night of the Fair for a season ticket.

The request was granted.

Pres. wants daily Special Events meeting.

The President requested the Chairman of the Music Committee to call a meeting of his Committee every day hereafter especially in reference to special events.

Music Com. to get free admissions to Fair.

Mr Kendrick asked the privilege for the Music Committee to give free admissions to the Fair, when necessary, and it was carried that the Committee on Tickets & Admissions be instructed to deliver to the Music Committee such tickets to be used for free admissions as in the judgment of the Music Committee from time to time might be necessary.

Opening Night Invitations.

Mr Kendrick then recommended that invitations for the Opening Night of the Fair be issued containing the Musical programme.

The motion was carried.

On motion the distribution of the Invitations for the Opening Night was referred to the President and Special Events Committee with power.

On motion 1,000 invitations for the Opening Night were ordered printed.

Comp. Tickets.

The ticket Committee presented the list of Complimentary tickets for the Fair, which after several additions was adopted.

300 diplomas ordered.

The question of diplomas was discussed, and on motion 300 diplomas for the Fair were ordered printed at the best possible rate.

It was ordered to print 100 Preliminary copies of the Art Catalogue.

Letters to Sp. Rep. for assistance.

The Secretary was instructed to write to the Market St. and Sutter St. Rail Road Company requesting financial assistance for the Fair.

Special Events.

On motion the Committee on Music was authorized to have a night at the Fair for the officers and crew of the man-of-war "Boston" and a night for the German man-of-war "Gier".

It was ordered that a Governors Night be held at the Fair for the visiting Governors of the various States.

The Committee was also requested to have a Billiard tournament.

It was carried to have National nights, a Baby Show and a Cake Walk.

The Ticket Committee presented the following report which was adopted.

San Francisco Aug. 29. 1899.

Board of Trustees -

Gentlemen -

Ticket Sellers.

We herewith submit the following names for the Ticket Office
L A Boynton, William Marshall, Stearns

Respectfully submitted
Walter N Brunt
Ticket Com. H L Tuckner

Messrs McKaren and Healy withdrew.

The matter of jurors was then discussed and a list of jurors appointed.

Opening Night Jurors.

On motion the following names were taken as jurors for the Opening Night.

W N Smyth, Fred. Dohrmann, Supt. Robt. H Fletcher, Grove P Ayers, G A Behrend, Prof. Schlobach and Marsden Manson.

On motion the Management Committee were given power to fill any vacancies in the Committee of Awards for the Opening Night.

Game stock as caterers.

On motion it was carried that Mr. Game now acting as interpreter and steward to act as caterer for the Fair.

The meeting then adjourned. Horace Wilson
acting Recording Secretary

F W Dohrmann Secty.

Sept. 5/99.

San Francisco. Sep 5. 1899.

Regular meeting of the board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Pavilion this evening at eight o'clock. Present. Trustees Healy. Mc Laren. Neal. Plum. Presson. Fraser. Wallis. Wilson and Mr. President ---9. Absent. Culver. Brunt. Heald. Kendrick and Tichner---5.

The minutes of the previous meeting were read and approved.

Messrs. Brunt. Tichner and Kendrick entered.

The Finance Committee presented the following report:-

San Francisco. Sep 5. 1899.

To the President and Board of Trustees.

Your Finance Committee have to report that there is cash on hand tonight to the amount of $379.16

We present bills amounting to $2265.80 and recommend that they be paid.

We also find the receipts from every source for the present fair to be $3118.50

And the expenses to date as far as known to be $689.36.

Respectfully submitted.

Geo. R. Presson. }
Geo. H. Wallis. } Finance Committee

List of Bills.

Pay Roll	$ 616.50
Jos. M. Cumming	1199.30
S. C. Bennett	450.
	$2265.80

The report was received and adopted by the following votes:- Ayes:- Brunt. Healy. Kendrick. Mc Laren. Neal. Plum. Presson. Fraser. Tichner. Wallis. Wilson. and Mr. President.- 12. Noes--- 0.

The Finance Committee presented the following report. which was Adopted:-

San Francisco. Sep. 5. 1899.

To the President and Board of Trustees.

Accident Policy. Your finance committee recommend that an accident policy of Insurance be at once procured by the Institute. Said policy to indemnify the Mechanics Institute for all damages by accident to any person or persons during the present fair and for one week thereafter or until our pavilion is in its accustomed order after the Fair.

Geo. R. Presson }
Geo. H. Wallis } Finance Committee

Sept. 5/99.

Complaint against Employee. Mr. Neal made a complaint against one of the employees of the office which was referred to the Management Committee with power.

Programs in Cars. Mr. Kendrick moved that the Printing and Advertising Committee be authorized to have the Musical Programs of the Fair placed in the street cars. The motion was carried.

Internat Baby Day. Mr. Healy moved that Monday Oct 2 be an International Baby Day as he intended to present on that day several infantile Specimens of Pomo Indians. Motion was carried.

Musicians Tickets. It was ordered that the musicians in the Band be allowed to purchase tickets for the Fair at one half price. one to each member of the Band.

Special Admissions to Exhibitors. Mr. Tichner states that the proposition had been made to him by one of the exhibitors to use his season ticket as many times in each day as he desired. a date being punched each time the ticket was so used. The matter of Special tickets to exhibitors and making special arangements were discussed and referred to the Ticket Committee with power in special cases where exhibitors applied for tickets in quantities.

Reception to W. J. Bryan. The matter was then discussed of having a reception for Hon. W. J. Bryan. Mr. Brunt stated that he had arranged with the Democratic State Central Committee to have the Board of Trustees meet Mr. Bryan at the California Hotel at twelve to-morrow. It was ordered that the Board do so. The intention being to present Mr. Bryan at the time with a Silver Imitation already arranged for.

The Librarian presented his report for the month of August which was received and the following names mentioned therein as having joined the Institute. ~~which~~ were on motion approved.

New Members.

Mrs E. M. Westcott.	O. N. Hall.	Dr. A. Aphuls.
Dr. L. L. Dimbar.	F. C. Sherwood.	J. Henry Smith
H. A. E. Jachne	H. L. Hossen Jr.	W. J. Eva.
O. H. Simons	Mrs. A. L. Young.	Robt. G. King.
Miss J. Davidson.	L. A. Gibbons.	E. E. West. M. D.
D. P. C. Perkins.	A. Spotswood.	W. A. Sammett.
Otto Am Goltfern.	J. R. Wilcox.	Miss G. E. Mc Vernes
Miss Eva A. Fanyes.	L. F. Mac Gowan.	Dr A. L. Astor.
R. S. Gray.	Jos. A. Hecht.	A. A. Hechul.
Jno. H. Hunt.	H. K. Belden.	J. Kadapnous.
Thos. Kuling.	Milton Jones.	Mrs. H. Heymenow.
P. J. Morgan.	Mrs. W. H. Kaurge.	Dr. O. H. Best.
Edw J. Kiely.	H. E. Harris.	Mrs. E. S. Chesebrough.
Miss S. Charvas.	Mrs H. I. Fowler.	Miss G. Rounds.
A. L. Shiels.	F. Im. Mayer.	

The librarian presented his quarterly report for the preceding quarter, which was received and referred to the

Sept. 5/99

quarterly meeting.

The Secretary presented his report for the month of August which was received and ordered spread on the minutes. (see next page)

Lib'n Rep't.

San Francisco. Sep. 5. 1899.

To the President and Board of Trustees.

Gentlemen:-

I present herewith for your consideration a report of Library work for the quarter ending August 31. 1899.

Receipts

New Members.	$ 229.	
Quarterly Dues.	5.116.50	
Books paid for. "17"	15.95	
Fines. "963"	154.25	
Extra books. "501"	150.10	
Evening classes.	3.	
Sundries.		
Advertising.	41.20	
Sub. to M. I. Bulletin.	.25	
Mantle and Chimney.	.30	
Total Receipts	$ 5.710.55	
Total Deposits	5.710.55	

Membership

Two Hundred twenty nine subscribing members have been added to the list and one hundred seven have withdrawn leaving now on the books 4133 members.

Accessions

The accessions for the quarter number 924 bound volumes. of which 610 were acquired by purchase. 90 were presented. and 224 by binding.

There were 288 pamphlets presented and 1 purchased. 4 pieces of music were purchased.

Circulation.

13.796 volumes were issued for home use. a daily average of 568.

The largest issue in one day was 900. and the smalest 230 volumes.

In addition 166 pieces of music were circulated.

Binding.

There were 224 new volumes bound. and 324 volumes rebound.

The Library was open 77 days.

Respectfully submitted-

Frederick J. Teggart,

Librarian.

Sept. 5/99

Secty Report.

Secretaries Report.

San Francisco. Sep. 5. 1899.

Board of Trustees.

Mechanics Institute,-

Gentlemen:- I submit herewith monthly statement for month ending Aug. 31. 1899.

Aug. 1. 1899	Cash on hand		$ 1202.58
	Receipts.		
Dues		1056.	
Entrance Fees		76.	
Books		107.50	
Bills Payable		1500.	
Mutual Sav. Bank.		325.	
Folsom St. Lot Rent to Jan. 1		115.10	
Library Bulletin		22.75	
Classes Fees		2.	
Donations		74.90	
Pavilion	Sale of mags.	5.	
	Hayes St.	320.50	325.50
31st Inst. Ex.		3551.05	7155.80
			$ 8358.38

Expenditures.

Interest		$ 33.58	
Pay Roll		1015.33	
Librarian	Petty Ex.	59.	
Pavilion	Whitewashing	400.	
License		21.	
Folsom St.	Mags.	40.	
31st Inst. Ex.		5130.66	6699.57
Sept. 1st	Cash on hand		$ 1658.81

Respectfully submitted.

Jno. M. Cumming.

Sec.

The Library Committee reported that it had selected books to the valuation of $129.17 and on the committee's recommendation the books were ordered purchased by the following votes:- Healy. Sendrick. Mrs. Larsen. Neal. Plum. Pressm. Fraser. Fichtner. Wallis. Wilson and Mr. President.--11. Absent from the room Brunt.--1.

Kinghorn Jones wants Life membership

A letter was read from J. A. Kinghorn Jones suggesting that he be given a Life Membership in the Institute in lieu of the medal awarded him at the last Fair and which he returned on account of defective workmanship. On motion, the letter was received and filed.

Unfriendly Articles re S.P.Co. in Chronicle

A letter was read from T. H. Goodman, General Passenger and Ticket Agent of the S.P. Co. calling

Sept. 5/99

the attention of the President to the fact that an article unfriendly to the Railroad has been published in the Chronicle Sep 3. in regard to the arrangement of excursions between the Railroad and the Institute. The article was read and on motion of Mr Neal it was carried that an official letter signed by the President and Secretary be sent to the Chronicle asking who gave the information contained in the article.

Resolution denying Chronicle Article.

On motion of Mr. Wilson presented the following resolution which was unanimously adopted.

"Respecting the communication in the last Sundays Chronicle under title of "Railroad Skirmishing" it is Resolved that the Board of Trustees of the Mechanics Institute disclaim any knowledge of the author of the article in question and disavow the purpose to assign any such sentiment to the Board of Trustees or to any member or official of the Board and declare that any such sentiment or feeling toward the rail road on account of any business relations in the past has no existence nor cause for existence and that the Board recognizes the aid and friendly assistance received from the railroad in past years and that the Board and the Institute has cause for no expression but that of satisfaction in its relations with the Southern Pacific Company."

Opening Night Awards.

The Secretary stated that the Committee of Jurors for awards for the opening night had reported as follows:-:-

General Exhibits --- 1st. prize --- Indian Village.
2nd. prize Fredericksburg B. St. Co.
3rd. prize M. J. Brandenstein.
4th. prize A. K. Bushnell.
5th. prize Victor Supnis.

Machinery. 1st. prize American Steel & Wire Co.
2nd. prize Joshua Hendy Machine Wks.

Protests against awards.

A protest was read from Bryan Manzy objecting to the award of the Indian Village on the ground that it was brought here at the Institutes expense, and also objecting to an award of a booth that had been used at a previous exhibit.

A protest was read from the Joshua Hendy Machine works against the award to the American Steel and Wire Works, they claiming that this was not a machinery exhibit.

The matter of awards was then discussed by the Board at some length.

Sept 5 1899

New awards ordered.

Mr. Fraser moved that the Indian Village exhibit award be laid aside and that the American Steel and Wire Co. be awarded the first prize in General Exhibits. At Mr. Neal's request the motion was divided and the first part of the motion that the Indian Exhibit award be laid aside was then made. Mr Mc Laren amended the motion to read that the Indian Village be not considered eligible for competition. This amendment was accepted and the motion was carried. Mr. Healy opposing.

Special prize to Indians.

Mr. Fraser then moved that the Indian Village be given a special prize of $100. The motion was carried by the following vote:- Ayes:- Brunt. Healy. Kendrick. Neal. Plum. Fraser. Wallis and Mr. President --- 8. Noes:- Mc Laren. Presson. Tichner Wilson --- 4.

Mr. Fraser then moved that the exhibit of the American Steel and Wire Co. be classed to compete with General Exhibits After some discussion Mr. Wallis moved that the matter of the awards for the opening night be referred back to the Jurors and that the Jurors be notified that the Indian Village was not eligible for competition and that the Jurors be instructed to make a new report. Motion was carried.

W.B. Silver.

The President reported the progress in regard to the negotiation with W. B. Silver in regard to installing his exhibits in the Fair.

Students use of Library.

Mr. Wallis stated that some arrangement might be made whereby students of the two Universities could use the Library on some kind of easy terms. On a motion the matter was referred to the Library Committee to report.

Mr. Wilson, for the Committee to draw up a plan for a Library Building to be submitted to Mr. Corbett. Paris. presented the following report which was adopted.

San Francisco. Sep 5. 1899.

Plan for Library Building.

Preliminary Memoranda for Library Building.
Plans should be drawn for a corner lot 100 x 137½.
Alley of 10 ft. width should be left around the building as protection against fire and to provide adequate light.
Building should be of stone with iron frame and entirely fire proof.
Building should be six story and have basement.
Ground floor and basement should be planned for business purposes.
Fifth floor for offices or studios to rent.
Sixth floor for a club.
Second, third and fourth for the Institute.
Floors for Institute should contain provision

Sept 5/99

Plan for Library Bldg.

for Library. for four Class Rooms. of which two should be designed for the use of Drawing Classes. for a Lecture Hall to seat about 500 people.

Library requires shelving space for 250,000 volumes with possible divisions for "circulating" and "reference" departments. for "patent reports". for bound sets of periodicals and newspapers. for government documents. (these however are not all necessary divisions.)

Special attention is called to the fact that all books in the Library are accessible to the public and that no shelving should be higher than eight feet.

There should be seating capacity in the Main Library for at least 200 persons.

The Library requires an additional reading room for newspapers and periodicals providing seating accomodation for at least 150. persons. (Bound sets of periodicals might be shelved here.)

Provision should also be made for various apartments (say 7) each capable of shelving from 5 to 10,000 volumes on the walls. for special collections of books.

Also for Ladies Reception Room and Reading Room with suitable retiring room adjoining.

Also for gentlemens smoking room and a chess room.

It is desirable that the delivery desk for the main Library should be situated as near the entrance as possible.

Accomodations should be provided for Board Room office of Librarian. office of Secretary. cataloguing. and work rooms.

Horace Wilson.
Geo. H. Wallis.
R. Kendrick.
J. J. Deggart
Ernst A. Denicke.

Vacancies in Boards.

The secretary stated that there was several vacancies in the list of Jurors and on motion the vacancies were filled as follows:-

Classes 1 to 12 John Richards as alternative. Thos. E. Haggerty
" 16 to 19 A. L. Copeland.
" 20 to 25 Oscar Lewis.
" 32 to 34 and 46 Mrs. M. Schreeline.
" 37 to 39 Prof. Bacon.
" 43 to 44 C. von Perbandt.

The meeting then adjourned.

John Hemming
Secretary

Horace Wilson
acting Recording Secretary.

Special.

Sept 5/99

Sept. 8/99 -

A special meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Pavilion this evening at eight o'clock - present Trustees Healy, Kendrick McLaren, Neal, Plum, Presson, Wallis, Mc President (8) Absent - Trustees Brunt - Culver, Heald, Fraser, Tuckner Wilson (6).

The reading of the minutes of the previous meeting was dispensed with -

Hayne present.

Lieutenant A P Hayne was present, and the President introduced him to the Board.

University Plans on exhibit.

The President stated that it might be possible to obtain some of the plans of the recent competition for the designs of the new buildings for the State University After some discussion as to where the plans should be located, it was ordered that a request to obtain these plans be sent.

Well plan for advertising.

The President then spoke of the matter of advertising the Fair and called upon Mr M Neil who was present, and Mr Neil made some remarks about the different ways in which the Fair could be advertised, and the suggestion was made that the matter be referred to the Printing & Advertising Committee, and the President suggested that the Chairman of the Management Committee and the Chairman of the Music Committee be added to the Printing and Advertising Committee on this matter -

Mr Presson moved that the Printing & Advertising Committee join with the Chairman of the Music Committee and the Chairman of the Management Committee in employing Mr Neil to advertise the Fair on the lines laid down by him until they could decide how such action would result The motion was carried.

Filipino village man employed.

The matter was then discussed of handling the Filipino village in better shape, and the Superintendent was authorized to employ a man, who could speak Spanish, and who could handle the Filipinos, the intention being that this man should stay all the time in the village.

W B Silvey.

The President then read a letter from Mr B Silvey in relation to his alleged grievance

Sept. 8/99 Special.

against the Institute, the matter still being in the Presidents hands — no action was taken by the Board

Hayne speaks. Lieutenant Hayne then addressed the Board, and stated what he thought necessary to put the Filipino village in proper shape. Lieutenant Hayne asked authority to take charge of the arrangements of the village and do all he could to get the thing in proper running order. The Request was granted.

The meeting then adjourned.

Jos M Cumming Secty

Horace Kelson
Acting Recording Secretary

Quarterly.

Quarterly meeting. San Francisco Sept 11th 1899.

Members quarterly meeting called to order to night in Mechanics Library Building at 8 PM by Vice-President Kendrick et al.

No quorum being present, the Chair declared the meeting adjourned.

Jos M Cumming Secty

Horace Kelson
Acting Recording Secretary

Specials. Sept. 13/99

San Francisco Sept. 13, 1899

Special meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Pavilion this evening at eight o'clock.

Present Trustees Heald, Healy, Kendrick, Neal, Preson, Tuckney, Wallis, Wilson Mr. President (9) Absent Trustees Culver, Brunt, McLaren, Plum, Fraser (5)

The reading of the minutes of the previous meeting was dispensed with —

Mr Tuckney withdrew

The Finance Committee presented the following report

San Francisco Sept 13, 1899

To the President and Board of Trustees

Gentlemen —

Your Finance Committee reports cash on hand to night — 1016.03

We present bills as follows —

Regular —	1,695.80
31st Exposition	2,800.67
Total	4,496.47

and recommend that they be paid.

We have to report receipts from every source to be #14,058.15

Expenditures as far as known to be #20,688.77

Respectfully submitted
Geo R Preson
E J Heald
Geo H Wallis
Finance Com

San Francisco, September 13, 1899. 189

31st. Industrial Exposition

Chas. Scribner's Sons	$ 8	63	Pay Roll	808	25
Payot, Upham & Co.	137	92	Jos. M. Cumming	375	02
Lemcke & Buechner	42	16	Geo. A. Bennett	900	00
Publisher's Weekly	2	50	Gonsalo de Rivas	525	00
Sherman, Clay & Co.	11	21	Gus Faber	109	60
University of California	1000	00	Jos. Kreling	9	75
Hicks-Judd Co.	82	86	M. S. Moe	22	00
The Guide	1	50	Brooke Paint Co.	46	05
J.H.Boden & Co.	5	00		$ 2800	67
C.E.Lauriat Co.	2	92			
R.B.Shepard	5	50			
American Tract Society	9	98			
William O Bacon	1	10	31st. Industrial Exhibit	$ 2800	67
Elder & Shepard	44	41	Mechanics' Institute	1695	80
Terrestrial Magnetism	2	50	Total	$ 4496	47
A.M.Robertson	70	52			
S.F.News Co.	23	46			
Mucelus Light Co.	6	30			
Alexander- Jost Co.	19	33			
Andrew Wilkie	26	50			
G/ Orsi	189	00			
J.St. Denis & Co.	32	50			
	$ 1695	80			

Report was received and the bills ordered paid by the following vote: ayes Neald Healy, Kendrick, Real, Presson, Wallis Wilson. Mr President (8) Noes – None –

The Finance Committee presented following report which was adopted –

San Francisco Sept. 13, 1899

Man for executive work.

To the President and Board of Trustees

Gentlemen

Your Committee on Finance hereby recommend that some good enterprising man be employed, and added to the Special Events and Advertising Committee – some man possessing who will suggest and devise special events and direct the carrying out of the same under the direction of the Committee

Committee { J R Presson – C P Neald – Geo H Wallis

Doolan hired.

Mr Kendrick moved that Ex Trustee W Doolan be requested to assist the Board in the matter of special events.

Mr Presson moved as an amendment that Mr. Doolan be employed in the capacity as provided for in the report just adopted at a salary of $25 – per week –

Motion was carried.

Messrs. McLaren, Plum and Fraser entered.

Classes opened.

For the Committee on Lectures and Classes Mr Wilson stated that the Classes had been opened.

Tickets to be sold.

Pavilion Committee – The Secretary stated that the old iron tanks in the Pavilion formerly used in Fish exhibits could be sold for $40 –

On motion the tanks were ordered sold for that price.

Circus wants aid

A letter was read from the agent of Main's Circus stating that they had rented the Folsom Street lot for the circus and requesting the assistance of the Trustees in making the Circus a success in that location.

The President withdrew and Mr Kendrick took the Chair.

Silver – letters &c prepared

The matter of A B Silver's exhibit was discussed at length by the Board, and finally Mr Healy moved that the Secretary have prepared copies of all the letters and telegrams received and sent out in connection with the matter.

Motion was carried.

Invitation from State Fair.

A letter was read from the Secretary of the Sacramento State Fair inviting the Trustees to visit the Sacramento Fair. On motion the invitation was accepted and complimentary tickets ordered sent to the Trustees of the State Agricultural Society.

Filipino Band in St. Cars.

The matter was mentioned in regard to having the Filipino Band ride up and down in the street cars, and a motion was made that we endeavor to hire a car for that purpose.

As a substitute Mr Wilson moved that the Committee on Special Events take such steps as they deem advisable in the matter of street advertising.

The Committee on Printing and Advertising were requested to get out all the window cards and posters for such places that they might be seen.

Mr Real presented the following;

Complaint by Real against Employees.

San Francisco Sept 13/99

Board of Trustees

Gentlemen:–

Last Friday eve. I saw the Ticket taker of the Filipino Circus hand the Ticket Seller and Spieler of the Circus a number of admission tickets. The Ticket seller commenced immediately to resell the same. I then stepped up to the stand and took the balance of the aforesaid mentioned tickets and sent for your Superintendent and turned the matter over to him. I then informed the Management Committee of what I had done. For reasons best known to the Management Committee the employees above mentioned have been retained.

I therefore wish to introduce the following resolution; Resolved, that the Management Committee be instructed to immediately discharge the aforementioned employees.

Robt. A Real

Sept. 13/99 Specials.

The resolution offered by Mr Neal was discussed, and Mr Wilson moved as an amendment to the resolution, that the Ticket takers in the Circus be discharged and that a Ticket taker with more experience be employed.

The motion to amend the resolution was adopted, and the question to adopt the amended resolution was carried by the following vote; ayes- Healy, Kendrick, Wallis, Wilson (4) Noes - McLaren, Neal, Plum (3) Declined to vote- Presson, Fraser (2) The meeting then adjourned. absent from the room Neald Turner (2)

J. M. Timmins Secretary

E. P. Neal Recording Secretary.

Sept. 19/99

San Francisco Sept. 1999

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Pavilion to-night by Vice President Kendrick. Present Trustees Brunt, Neald, Healy, Kendrick, McLaren Neal, Plum, Presson, Fraser, Turner Wallis, Wilson (12) Absent- Trustees Silver Mr President (2)

On motion the reading of the minutes of the previous meeting was dispensed with

The Financey Committee presented the following report

San Francisco Sept 19/99

Board of Trustees

Gentlemen

Your Finance Committee reports cash on hand to-night #14. 861.92

We present bills as follows and recommend that they be paid.

Regular		
Indianapolis Furn. Co	#132 -	
W M Keil	80 -	
1st National Bank	3.000.-	
F J Teggart	465	#3.216.65
31st Industrial Exposition		
Pay Roll	970.85	
Gonsalo de Rivas	593.34	
Geo W Bennett	900	2464.19
		#5690.84

Respectfully submitted -
Committee
G. P. Presson
E. P. Neald
Geo H Wallis

The report was received and the bills ordered paid by the following vote; ayes- Brunt, Neald, Healy, Kendrick, McLaren Neal, Presson, Plum, Fraser, Turner Wallis, Wilson (12) Noes - None.

The Committee presented the following report which was adopted -

Sept. 1899

Sale of Curios &c

San Francisco Sept 19/99

To the President and Board of Trustees -

Gentlemen -

Your Committee would recommend that the collection of Filipino curiosities, implements, buffaloes, and all the properties pertaining to that exhibit be sold to the highest bidder to be delivered after the Fair is over, and we would further recommend that bids be solicited once by some Committee agreeable to your Board, - advertising to be resorted to if said Committee should deem it necessary.

Respectfully submitted
Geo R Presson
Finance Committee — E P Healy
Geo H Wallis

The Committee on Buildings and Repairs presented the following report which was adopted.

Stacks for books in basement

San Francisco Sept 19, 1899

To the President and Board of Trustees

Gentlemen

Your Committee on Buildings and Repairs would report that they have considered the matter of supplying more room for books, and recommend that five stacks be built in the basement to contain surplus books and government reports at a cost of about $25. apiece.

Respectfully submitted
Buildings & Repairs Com. — John McLaren, Jas Fraser, Chas M Plum

The Library Committee reported that they had selected books to the value of $138.87. and on the Committee's recommendation, the books were ordered purchased by the following vote: ayes Brunt, Neald, Healy, Kendrick McLaren, Neal, Presson, Fraser, Tichnor Wallis, Walson, Plum (12) Noes - None

The Library Committee presented the following report, which after some discussion, was received and on motion laid on the table

Sept. 1899

Library Com Report re Students as special members

San Francisco Sept 19/99

To the Board of Trustees

Your Library Committee reports as follows: -

In accordance with the resolution offered by Colonel Wallis in the matter of allowing students and others the use of the Library, on special terms, we recommend that the suggestion of Col. Wallis in a modified form be adopted, and that such special members be allowed the use of the Library upon payment of 50¢ per month quarterly in advance without initiation fee, and that at any time when such special members are not using the Library, their dues being paid, they may notify the Librarian of such fact and may be allowed to drop out temporarily with the privilege of renewing their membership without the payment of back dues for the period during which they did not use the Library.

The Librarian is hereby directed to keep a special book where the names, addresses and other status of such special members may be entered, and be it further understood that if such special members should require books for home study, they may do so by depositing the money value of said book with the Librarian, providing that such book does not belong to the Reference department, such special members shall not have the right to vote at any election of the Mechanics Institute

Committee — P J Healy, W D Brunt, R Kendrick

For the Committee on Lectures and Classes Mr Wilson stated that the Classes had opened and that attendance in both classes was more than 30 - and new pupils coming in at every session

Printing and Advertising Committee reported progress.

The Management Committee presented the following report:

Sept 1899

Man Com.

Management Committee Report

San Francisco Sept 19/99

To the Board of Trustees

Gentlemen:-

Your Management Committee reports as follows:-

Seidl complaint vs Pennell-Suydam.

A complaint has been made to us by Mr Seidl that the Pennell Suydam Co and J Amelung were both selling unfermented grape juice, by the glass to Mr Seidl's detriment, he being the holder of the Soda Water privilege-

We have ordered that the Pennell-Suydam Co. can only sell such grape juice that they press out of the wine press that they have in the building, and that Mr. Amelung can only sell grape juice by the bottle

In accordance with the instructions of the Board, the ticket taker has been discharged, and Mr Hundresser has been employed in that capacity-

Chairs rented.

We have rented about 200 chairs for the Fair at the rate of $12- per hundred-

Clerk at Sacto.

Last week Mr Clarke was sent to Sacramento to see if any exhibits could be obtained and on his return reported that there was nothing that could be brought here that would be of any value to the Fair

We recommend that the American Association of Mining Engineers who will visit here next week be invited to have a night at the Fair.

Buckley hired.

We have employed L W Buckley in connection with the special events, he to receive $100. for the balance of the Fair giving his entire time to the Institute

U.C. Plans.

The Hearst Competition Plans for the State University have been loaned us and they will arrive to-morrow-

Fence for Circus.

A new canvas has been put up over the fence in front of the circus at a cost of about $59-

Management Committee
J P Fraser
E R Presson
Geo H Wollen
Chas M Plum
F J Healy

Sept 1899

More Advertising.

Mr Wilson asked some questions as to what capacity Mr Buckley was employed in and a discussion ensued as to the manner in which the Fair should be advertised and the Printing & Advertising Committee were authorized to increase the newspaper advertising 30% more - ~~which~~ if in their judgment it was necessary -

The report of the Management Committee was adopted

Mr Healy presented the following resolution, which on motion was unanimously adopted -

Thanks to Cal. N.W. Ry.

The

San Francisco Sept 19/99

Resolved That the thanks of the Mechanics Institute are hereby tendered to President Foster and other officers of the California North Western Railway for their generous and prompt service in the interest of our 31st Industrial Exposition

That the officers mentioned are hereby tendered our hospitality to the end of the Fair - and that this resolution be spread on the minutes, and that a copy be sent to President Foster duly authenticated by our Secretary -

F J Healy

Jurors report Opening Night.

The following report of jurors who judged exhibits on the opening night of the Fair was read, and on motion adopted -

San Francisco Sept. 19/99

The Honorable
The Board of Trustees Mechanics Institute

Gentlemen -

Your Committee to award prizes to the exhibits in place and complete on the Opening Night of the present Fair having been duly advised of the withdrawal of the Indian exhibit respectfully report:

1st We award prizes 1 - 2, 3 & 4 of the general exhibits in the order of our previous report omitting

Sept. 19/99

the Indian exhibit -
2nd We award the 5th prize to the Byron Mauzy exhibit of musical instruments

Very respectfully
H. H. Smyth
Marsden Manson
L. A. Behrend -

Art Drawing

Mr Brunt withdrew
Mr Neal asked a question as to whether the Art drawing for which the Secretary had ordered the tickets had been authorized, and on motion the action of the Secretary in getting the printing was approved, and the Art Committee instructed to go ahead and carry out the Art drawing

Bloom & Sears

The Committee on Folsom St. lot presented a form of lease of the lot to the two University football teams, and the contract was discussed by the Board.

atty. hired

Mr Healy moved that no contract for the lease of the property be entered into without first being submitted to an attorney in the interest of the Institute

The motion was carried

The lease as read provided for two years use of the grounds by the Universities with a further option on them for two years more.

Only 2 yr. lease.

On motion it was ordered that the Institute do not make a lease for a longer term than two seasons - that of 1899 and 1900.

Power to build stand.

The matter of constructing seats as provided for by the contract was then discussed and Mr Plum moved that the Folsom St Lot Committee be given power to build a grand stand at a cost not to exceed 4,000 and also to put the grounds in proper order for football

Motion carried

On motion of Mr Healy the matter of selecting an attorney in the matter of the lease was left to the Committee

Sept. 19/99

The Librarian presented a report of the following names as having joined the Institute all of which were, on motion, approved.

New Members.

Mrs Geo Sandow	J. H. Boardman	Miss B. Zellerbach
Mrs A Hoge	J. A. Thomas	G. H. Walker Jr
F. Lounsbery	R. J. Walker	C. Allschuler
Mrs A. Low	J. A. Ephraim	J. Schmidt
Miss E. Norris	J. G. Decarde	Miss L. M. Rosenfeld
Geo L. Andres	J. T. Kavanagh	J. Kordmeyer
E. H. Smith	J. Macardel	J. H. McIntosh
C. J. Field	J. A. Taylor	Julius Gabriel
W. B. Colley	R. F. Lange	Miss S. Howe
H. A. Burth	Geo Meyer	R. S. Hunnewell
H. R. Puckett	Geo A. Urquhart	E. T. Goss
Geo G. Fentworth	Miss F. Malgren	Chas Lounsbery
S. H. Heidenthal	D. L. Deal	Mrs F. H. Gaspary
Walter G. Harder	L. E. Hazlett	Jos Bannister
Chas L. Stevens	A. J. O'Brien	J. Simpson
Jerome B. White	O. H. Hansen	Henry Bartels
J. L. Frey	Mrs A. G. Finn	F. Fillmore
Mrs E. Dumas	H. H. Saben	A. Swain
Louis Meyer	Martin Stevens	Mrs M. Bowes
Thos L. Teel	Geo Brooke	E. S. Burt
Henry Thompson	Henry D. Wagner	J. Tilley
Thos Grady -	A. H. Barnecke	G. Riedel
Mrs F. Davies	Frank Fitzsimmons	H. P. Jensen
L. A. Sarle	Miss I. Fraser	Thos R. Booth
H. E. Colby -	Fred Howe -	Frank H. Johnson
J. L. Prior	M. Merigan	G. Guentzler
Miss Ida M. Reed -	J. S. Brent -	Sam'l Wagner
Stevens	M. Kaufman	L. L. White
Sydney L. Hart -	Mrs J. C. Tatten	J. Bert
F. H. Kern	M. Meyberg	Miss E. Farragno
C. Preisdorffer	N. F. La Strange	Harry H. Wood
Chas E. Hay	E. J. Genereaux	

The following letter from H. B. Silver was read -

San Francisco Sept 19/99

Silver's demand.

Mr Jos M. Cumming
Secretary Mechanics Institute
31 Post St San Francisco

Dear Sir! - I hereby notify you and

W B Silver (cont'd)

Sept. 1899

the Mechanics Institute without waiving any of the rights, as indicated in my late letters to you – and particularly in my letter to you of the 11th inst., that I expect to have all of the goods lately consigned to the Mechanics Institute under and in connection with my contract with Mechanics Institute, dated Manila, P. I. June 20, 1899 of which I have been able to get possession (and except those now at Pavilion) at 207 Polk St in this City – to-morrow and I hope as early as 9 or 10 o'clock A M – as I have rented rooms there for the purpose of placing these goods therein for the present, and have arranged with a drayman to take them there, and have paid all of the charges and demands of the Government officials and $10 – to Mr Doden, the Custom House Broker, all of which I am was obliged to do in order to get possession of the goods, and including drayage of $10 which as I understand was on account of cartage of part of my goods, from the Mechanics Pavilion to the unclaimed warehouse

Upon getting these goods to 207 Polk St I intend to examine them carefully – and request you as Secretary of the Mechanics Institute and the also to request the Mechanics Institute, to have some one present at that time – for, as you very well know, there are some cases missing, and I fear some goods missing from cases which are not missing; and as some questions may arise hereafter I desire you and the Mechanics Institute to have every opportunity together with myself to check out these goods as I shall insist that the Mechanics Institute as consignee under that contract and under all the circumstances, is responsible for the loss or disappearance of these goods, or any damage done thereto, or to the cases up to the present time at least.

Yours, etc

W B Silver

Silver to be accomodated.

Sept. 1899

Mr Wilson offered the following resolution

Resolved – That the Mechanics Superintendent of the Fair or his be and he is hereby instructed to give Mr Silver every opportunity to place his exhibit of Philippine curios in the Fair, and to afford him every facility practicable in that regard, it being the sense of the Board, however, that a certain alleged contract which Mr Silver alleges to exist between himself and the Institute be thereby in no way recognized –

The resolution was adopted by the following vote: ayes – Heald Healy, Neal Plum, Fraser, Tuckner Wilson (7) Noes – Mc Laren Presson Wallis – (3)

Declined to vote Kendrick (1)

Pres. to see atty re Silver.

Mr Wilson moved that a copy of all correspondence in connection with the collection of the exhibit at Manila as ordered typewritten at last meeting be sent to the President with the request that he submit the same to the attorney he has been consulting with in the matter

The motion was carried –

Thomas' check & Rivas.

The Secretary stated that Mr Thomas on the departure of the Leelanaw from Manila has given Mr Rivas a check on the Manila branch of the Hongkong & Shanghai Bank for $375 – Mexican – and that Mr Fagen who came over on the Leelanaw had advanced money to Mr Rivas on the check, and that now Mr Rivas and Mr Fagen both wanted their money and that Mr Fagen had stated that he thought the Institute was liable for the money

The matter was referred to the Management Committee

Mr Fraser for the Management Committee

Sept. 1899

Watchman a/p

stated that there was a vacancy in the list of watchmen, and recommended that Chas Wilson be appointed for the vacancy

The recommendation was adopted

Send plans to Corbett.

The matter of sending on the plans of the Committee appointed to prepare suggestions for a plan for a new Library Building, to Mr Corbett of Paris was discussed and on motion the letter to be sent to Mr Corbett was referred to the President to send

Smelling violating agreement.

The Secretary stated that J Smelling agent for H Brown was violating his agreement by selling grape juice by the glass.

On motion the matter was referred to the Management Committee with power

Meeting then adjourned

J. M. Cummings
Secretary

E. T. Heald
Recording Secretary

San Francisco, Sept 26, 1899

Special meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Pavilion to-night at 8 o'clock

present Trustees Brunt, Heald, Healy Kendrick McLaren, Neal, Presson, Fraser, Fiskner, Wallis, Wilson, Mr President (12)

Absent — Culver, Plum (2)

On motion the reading of the minutes of the previous meeting was dispensed with.

The Finance Committee presented the following report:

— Finance Committee Report —

San Francisco Sept. 26, 1899

To the President and Board of Trustees

Gentlemen —

Your Finance Committee reports as follows: —

There is cash on hand to-night $14,289.83

We present bills as follows:

Institute acct: 1053.28

31st Ind. Exp. Acct. 4125.19 5,183.47

and recommend that they be paid.

Receipts from all sources from the Fair to date are $22,710.63.

Total bills contracted so far as known are $28,994.11

Respectfully submitted —

H. L. Presson
E. T. Heald

Fair Bills

Geo. W. Bennett	$	950	00	Brought Forward	
Pay Roll		322	85	H.S.Crocker Co.	6 00
Pay Roll		533	50	Cal. Nursery Co.	36 00
Gonsalo de Rivas		525	00	CaL. Notion & Toy Co.	1 80
W.R.McFarland		45	65	C.A. Murdock & Co.	3 75
Sundry Exhibitors		550	00	Red Seal Print.& Pub. Co.	1 75
F.P.McInnis		18	00	Commercial Pub. Co.	51 75
Hale Bros.		62	90	Geo. P. Mannel	10 00
Washburn & Moen Mfg.Co.		1	15	Frankfort A.& P.G.I.Co.	80 00
The Harry Unna Co.		8	00	Edward E. Knight	10 00
S.F.Novelty & Plating Works		2	00	Globe Ticket Co.	78 56
J.B.Jones		7	88	C.L.Haskell	25 50
J.J.Haviside		115	00	Bowers Rubber Co.	2 50
William Belser		36	00	J.A.Kretschmai	6 40
Golden Gate Woolen Mfg. Co.		5	00	John Finn Metal Works	38 60
C. Hermann & Co.		9	00	Hendy Machine Works	31 225
S.F.Electrical Advertising Co.		6	00	Francis Valentine Co.	19 00
Joseph Fredericks & Co.		43	24	Valleau & Peterson	51 25
St. Nicholas Pharmacy		7	60	Moller & Sass	13 00
Cal. Gas Fix. Co.		3	50	E.G.Temps	56 75
Mr. Cassidy		4	00	Art. Metal Wire Co.	20 25
W.W.Montague & Co.		78	25	Hayes St. Restaurant	8 45
Overland Frieght Co.		24	00	Thomas Roberts	11 60
Alex. McCoy		15	00		4125 19
Goodyear Rubber Co.		2	25		
Robert Stewart		12	00		
Wetmore Bros.		2	70		
J.M.Klein & Co.		38	76		
Redington & Co.		3	99		
S.F.Sawdust Co.		5	80		
C.F.Hagman		30	50		
S.F. Gas & Electric Co.		40	00		
E.T.Allen & Co.		30	50		
Hammersmith & Field		19	00		

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Specials.

Institute Acc

1	A. Fleishacker	8	00
2	A. Zellerbach & Sons.	5	65
3	C.A.Murdock & Co.	25	75
4	Payot Upham & Co.	4	48
5	Red Seal Printing & Pub. Co.	2	50
6	Valleau & Peterson	4	00
7	Joseph Winterburn	7	00
8	Pay Roll	628	50
9	Upton Bros.	107	75
10	H.S.Crocker Co.	7	50
11	Evening Post	8	40
12	Punnett Bros.	1	00
13	Commercial Publ. Co.	47	75
		1058	28

The report was received and the bills ordered paid by the following vote: ayes – Brunt, Heald, Healy, McLaren, Neal, Presson, Fraser, Tuchner, Wallis, Wilson, Mr President (11) Absent from the room Mr Kendrick (1) Noes – None.

The Finance Committee presented the following report:

– Finance Committee Report –

San Francisco Sept 26/99

To the President and Board of Trustees –

Thanks to Mrs. Hearst.

Gentlemen –

Your Finance Committee would recommend that a suitable letter be sent to Mrs Phoebe A Hearst acknowledging with hearty thanks her generous action in loaning her valuable architectural plans to our 31st Industrial Exhibition and that such letter be spread on our minutes

Yours Respectfully
E. R. Presson –
Finance Com: E. P Heald

Letter to Mrs Phoebe Hearst

San Francisco: Sept 26, 1899

Dear Madam: –

The Board of Trustees have received with pleasure the magnificent competetive plans, the work of eminent architects belonging to you, illustrating designs for the coming State University. We have placed them on exhibition in the present 31st Industrial Exhibition at our Pavilion in a prominent place, and they are attracting great attention of our visitors by day and evening.

In kindly loaning us these artistic and elegant plans and in so generously aiding us in taking care of the same, we tender you our heartfelt thanks, and we regard it also as a compliment to the Mechanics' Institute, and to us as its Board of Trustees –

Yours very respectfully
The Board of Trustees –
of the Mechanics Institute
by
(Signed) Ernst A Denicke
President –

To Mrs Phoebe A Hearst.

Specials.

Sept 26/99

The report was adopted, and the President appointed Mr Presson to write the letter.

Patton bequest contest.

Mr Healy for the Library Committee stated that he had seen the attorney for the estate of William Patton who had bequeathed his books to the Library, and the attorney stated that there was a contest over the probating of the will

Folsom St. grading.

For the Folsom St Lot Committee, Mr Wallis stated that matters were progressing in regard to the grading of the football grounds, and a letter from Mr Farren stating a bid for filling in the lot, was read.

Mr Wallis presented the following lease for the Folsom St lot which was adopted –

See pp. 137/140 for copy of Case.

Special.

Sept. 26/99

See pp - 134/140 for copy of lease

The Management Committee presented the following report which was adopted

Man Com.

— Management Committee Report —

San Francisco Sept. 26 99

To the Board of Trustees

Gentlemen

Your Management Committee reports as follows —

Circulars

1st — We have ordered 10,000 circulars to be printed under the supervision of the Printing & Advertising Committee enumerating attractions of the Fair, and that said circulars be distributed in the residence portion of the City.

Skylight.

2nd — We have ordered that Colonel Wallis be empowered to demand from Mr Faber the carpenter, that he proceed with the work on the skylight over the art gallery, or that said Colonel Wallis have it finished, and have the carpenter pay for it.

Browne and grape juice

3rd — W. Browne an exhibitor of grape juice has declined to stop selling grape juice by the glass. We have instructed the Superintendent not to interfere

Special,

Sept 26/99

with Mr Browne in the matter.

Change in Elec. Sign.

4th — We have ordered that lights on the sign in front of the building on the North side be changed so as to alternate red and white lights —

Williamson discharged.

5th — We have dispensed with the services of Mr Williamson as Press Agent from last Saturday night

Rivas check cashed.

6th — We have instructed the Secretary to take up check of W P Thomas payable to Gonsalo de Rivas for #375. Mexican and to pay cash for the same to proper parties.

Tesla Coal Nuisance.

7th — Complaint being made of the nuisance caused by the Tesla Coal Co. exhibit on account of a pistol being fired in the exhibit We have had the same stopped

Indians to go to Circus.

8th — We recommend that the Indians be allowed to go to the Filipino Circus not more than three times a week if they so desire, and that tickets for such purpose be issued by the Superintendent for not more than two Indians every other day for the first performance every day.

Respectfully submitted

J P Fraser

Management Committee — G R Presson

P J Healy

Mr Plum entered —

The following letter was read and referred to the Pavilion Committee to report on.

Buckley wants Coal of Pav.

San Francisco Sept. 25/99

To the Trustees of the Mechanics Institute

Gentlemen

I would respectfully make a business proposition to your honorable body I am of the opinion that an Amusement Empany can be found to place amusements such as Faro. Shows. conventions, etc. in the

Sept 20/99 — Special.

Pavilion, and enable your Institute to derive a very large revenue therefrom.

I would like to obtain a lease of the Pavilion based on a fair and equitable portion of the receipts derived from such Fairs or shows.

In New York City Madison Square Garden is conducted this way. If any one sought for these attractions in the Pavilion could be in use for not less than 35 weeks in each year I have ample financial backing to carry through any Fairs or carnivals projected. If you care to discuss this proposition kindly send for me.

Yours truly
R. P. Ruckley —

Transfers to Folsom St.

The matter was discussed then in regard to having the Rail Road Company transfer from its lines so that parties could reach the Folsom St. lot, and on motion of Mr Tickner the matter was referred to the Folsom St. Lot Committee to see the Rail Road Co in relation to the same.

Accident at Folsom St.

The Secretary reported that on the evening of Friday Sept. 22nd while the parade of the circus which was going on, a large gate on Folsom St. near 5th St. had fallen over and injured two boys, and that he had settled with Gus Vedeau, the father of one of them for $40.

On motion the action of the Secretary was approved, and the Finance Committee given power to settle the claim of the other party.

Jeweller plans Libby Bldg. (Lost.)

The following report was read, and a motion to adopt the report of the Committee was lost by the following vote: ayes — Kendrick, Neal, Tickner, Wallis, Wilson, Mc President (6) Noes — Bryant, Heald, Healy, McKaren, Plum, Presson, Fraser (7)

San Francisco Sept 15/99

To the Board of Trustees
Gentlemen —

Your Committee to whom was assigned consideration of a new Library Building beg leave to present the following conclusions and recommendations:

Plans for Libby Bldg. (cont.)

Special — Sept. 20/99

It is admitted that our present building on Post St. is inadequate to the necessary business of the Library and Institute, and that the lot is too small for any building suited to our needs.

We are of opinion that the proposed new building — the final home of the Institute — should be located "down town" that is, not farther west than Powell St. and as near Market Street as it may be possible to secure a suitable lot, a corner lot in a conspicuous situation.

It is further the opinion of your Committee that such building to be erected by the Mechanics Institute should be of noble architectural design and superior construction fire proof — appropriate and creditable to the Institute — and ornamental to the City.

To accomplish this purpose will require the conversion of some large portion of the Institutes' real estate.

It has been evident for several years that the property of the Institute must be made more productive, as under present conditions it is held at a loss to the Association.

The Industrial Exhibition is no longer a paying enterprise.

The returns from recent Fairs have not been enough to justify the risk of holding them; unless a large profit can be made from the Fairs annually there is nothing to warrant the maintenance of the Pavilion upon the Larkin St. lot; nor to justify holding such valuable property practically unimproved.

We are therefore agreed that action should be taken at without delay in line with the conclusions here presented — and recommend that your Committee be authorized and instructed to make necessary investigation and estimates and report to the Board of Trustees a specific plan in detail for the accomplishment of the purpose herein outlined.

Respectfully submitted
Horace Wilson, Chairman
Geo. H. Wallis
Robert Kendrick
Ernest A. Denicke

Special

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Com'n plans discharged.

On motion of Mr Healy, the committee appointed to write the letter to Mr Gibbett in regard to the plans for a new building was discharged.

Evening schools not admitted.

A motion was carried to the effect that the evening schools of the City be not given a free admission to the Fair.

Deporting Filipinos

The matter of arranging for the deportation of the Filipinos of the Fair was referred to the Management Committee.

Restaurant wants bar.

The Secretary stated that the proprietor of the restaurant privilege wished to put a bar in the restaurant and sell beer by the glass.

On motion it was carried that it be the sense of the Board that the Bar be not allowed.

Circus wants to perform outside.

The Secretary stated that the proprietor of the circus wished to give a performance at Glen Park next Sunday, and wished the permission of the Board to do so.

On motion permission was declined.

Fagan's claim.

The Secretary stated that Mr Jas Fagen had a claim against the Institute for $100. in connection with the Filipinos, and on motion the matter of settling with him was referred to the Management Committee with power.

Carrier pigeons.

The Secretary stated that the exhibit of carrier pigeons now in the Fair would like to have the time of their exhibit extended from Wednesday to Friday night, and on motion the matter was referred to the Management Committee.

Special

Copy of Lease of Folsom St Lot to University

MEMORANDUM OF AGREEMENT, entered into this 20th day of September 1899, between the MECHANICS INSTITUTE, a coporation duly organized and existing under and by virtue of the laws of the State of California, the party of the first part, and I. J. Muma, Manager of the Football Team of the University of California, and F.L.Berry, Manager of the Football Team of the Leland Stanford Junior University, parties of the second part, WITNESSETH:-

That whereas the said party of the first part, is the owner of certain grounds in the City and County of San Francisco, and certain grand-stands and other structures thereon, which said grounds are bounded and more particularly described as follows, to wit:-

That certain block of land bounded on the North by Fifteeth Street, on the West by Folsom Street, on the South by Sixteenth Street, and on the East by Harrison Street, and known as the Mechanics' Institute Grounds.

And whereas the said parties of the second part are desirous of obtaining the use of said grounds and appurtenences for the purpose of playing football thereon, for the football seasons of 1899 and 1900 on the dates hereinafter set forth.

Now, therefore, in consideration of the covenents and agreements of the parties of the second part and in the further consideration of the sum of $1150 per season to be paid to party of first part, by said parties of the second part as rent, and which rent the said parties of the second part covenent and agree to pay in the manner and at the times as hereinafter provided, the said party of the first part leases, lets and demisses the above described premises unto the said parties of the second part for the purpose of playing football thereon for the following dates in the season of 1899,- October 7th, October 14th, October 21st, October 28th, November 4th, November 11th, November 18th and November 30th, and on such corresponding weekly dates for the season of 1900, not exceeding Eight (8) dates in all, as the parties of the second part, or their successors in office, may designate in writing to said party of the first part on or before the 1st day of September 1900, the said parties of the second part to have and to use the said premises from one o'clock P.M., of the said dates until six P.M., of the same dates.

And the said party of the first part further covenants and agree with the parties of the second part as follows:-

First: To prepare a football field 370 feet long by 160 feet wide on said grounds in such location as the parties of the second part may designate; provided that in no case shall the said field be so placed as to interfere with the erection of the grandstand hereinafter provided for in accordance with the stipulations herein, or any building or grandstand now in place upon said premises; and to fill in the said field with loam to a level with the present baseball diamond on said grounds and to a distance of ten feet on each side of said field, so that the said field from its Northerly to its Southerly end shall be

Sept 26/99

Folsom St. lease.

level, while at the same time, it shall have a uniform Westerly drainage slope towards Folsom Street of Three inches to the hundred feet.

Special

Second: To keep said grounds properly drained and to construct all such drains, ditches and sewer gates as may be necessary thereto and to have the grounds properly prepared for football playing by 12 M. October 7th 1899, under a penalty of Three hundred Dollars.

Third: To provide two dressing rooms for football players and regulation goal posts, in such places as parties of the second part may designate and to have said field properly lined, sprinkled and otherwise prepared for football playing on each of the said dates.

Fourth. To provide an entrance to said grounds, on or before the sixth day of October 1899, on Folsom Street, midway between Fifteenth and Sixteenth, the said entrance to be permanent and to have a box office with two windows; and on or before the twenty-fifth day of November 1899, to provide two similar entrances also to be permanent at such places as parties of the second part may designate in writing to said party of the first part on or before November 10th 1899.

Fifth: To allow parties of the second part on the said dates, the exclusive right of sale and distribution of all souvenirs, progrmas and all other pamphlets on the said grounds.

Sixth: To allow the use of the said grounds to the parties of thesecond part for any minor football games between the 1st day of December and the 1st day of January, both inclusive, of either season, on such dates as said parties of the second part may designate; provided however, that said parties of the second part shall give written notice of their intention to use said grounds as aforesaid, to said party of the first part at least Two (2) weeks prior to any such date; and provided further, that said parties of the second part pay to the party of the first part the sum of Fifty ($50) Dollars for each of such games.

Seventh: To hold the said parties of the second part free of any liability whatsoever from accidents arising on or about the grand-stand erected by the party of the first part and hereinafter more particularly mentioned, by reason of carelessness, fault, or negligence in the construction thereof.

Eight: To allow the said parties of the second part, or their employees or representatives, to enter upon the said grounds at any time after November 8th of each year, for the purpose of erecting grand-stands or other structures thereon or of making needful changes of any character whatsoever under and in accordance with the provisions of this agreement.

Ninth. To allow the said parties of the second part, to remove or change the location of a certain low wooden fence, at present on said grounds, at any time after October 5th 1899, and during the term of this agreement, and with a view to carrying out the purposes of this agreement.

Tenth: To give to the parties of the second part, on said dates the exclusive right of charging admission and selling tickets, and of the control and disposition of all moneys so obtained.

Eleventh: To construct a grandstand on the West side of said field, beginning at a point on a continuation of the end-line of said field nearest the old grand-stand, distant ten feet from the Westerly side line of said field and running thence parallel with said side line at a uniform distance of ten feet therefrom, two hundred feet, and to fulfill the following requirements:

Special

Folsom St. Lease,

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A. To be composed of 22 tiers of seats with a perpendicular distance between each tier of not less thanfourteen inches, and a depth to each tier of not less than sixteen inches.

B. To have back of the 22nd tier, a platform six feet wide and running the length of the grand-stand, and strongly braced or supported.

C. To have a stairway at or near the center thereof at least six feet wide and opening out at the eleventh tier or thereabouts; said grand-stand shall be covered with a substantial roof, so constructed as not to obstruct the view of spectators in said grand-stand.

D. To be strongly and properly made and well secured and of such character as to comply with the requirements laid down by the Board ofFire Commisioners of the City and County of San Francisco.

E. The seats of the grand-stand to be finished and complete as far as practicable by 12 M., October 7th 1899, and the whole grand-stand to be finished and complete on or before the 28th of October 1899, the party of the first part agreeing to use all possible diligence and execution to provide seating capacity for at least 1500 people in said stand by October 7th 1899, and the entire seating capacity of said stand to be finished by October 14th 1899.

F. To have on the front of said grand-stand, a fence of wire netting, at least six feet high and running its entire length.

G. To have as few lateral aisles as consistent with convenience.

And the said parties of the second part, in consideration of the promises of the party of the first part, covenant and agree as follows:

First: To pay to the party of the first part by way of rent as aforesaid, the sum of Eleven hundred and fifty ($ 1150) Dollars per season, Fifty ($50) Dollars of which is to be paid on each of the dates hereinbefore mentioned in each season, and the balance of said rent on or before December 5th of each year.

Second: To allow to each of the Directors of the said Mechanics Institute, one complimentary ticket for every football game played in either season.

Third. To remove any and all grand-stands or other structures which they may erect on or before the 20th day of December of each year.

It is further mutually agreed that the parties of the second part or their successors in office, shall have the privilege of renewal of this agreement for a like period, within sixty days after its expiration, at terms agreeable to both parties, provided that the said corporationbe at that time the owner of the property herein described.

It is further mutually agreed that in case either of the parties to this agreement fail to fulfill the terms of the above agreement, said agreement shall, at the option of the other party or parties thereto, become null and of no effect whatsoever.

It is further mutually agreed that in the event that the said corporation shall sell or in any manner dispose of or lease the said premises at any time prior to the expiration of this agreement, it shall first give notice to the prospective purchaser or lessee of the existence and terms of this agreement.

Sept 7 '99

Special

Folsom St. Lease.

It is understood and agreed that any grand-stand, bleacher, or other structure erected or put up on said premises by the said parties of the second part shall not in any way damage any structure or grand-stand now upon said premises or to be erected thereon by said party of the first part under this agreement, and such grand-stands, bleachers, or structures shall be strongly and properly constructed and in compliance with the requirements of the Board of Fire Commissioners of the City and County of San Francisco, and said parties of the second part further covenant and agree to hold and save harmless the said party of the first part from any loss or damage arising from any accident or casualty or otherwise, on, through or in connection with any such grand-stand, bleacher or other structure.

It is further understood and agreed by and between the parties hereto that no liquors or intoxicating beverages shall be sold or consumed on the said premises.

It is further understood and agreed that if any refreshments or viands of any nature, kind or description are sold on saidpremises at any time, the exclusive privilege of selling the same and retaining the profits arising therefrom is and shall remain in said party of the first part, it being also understood and agreed that if any such refreshments or viands are sold or offered for sale by said party of the first part, they shall be sold from a booth or booths, and shall not be hawked or distributed through the grand-stands or over the grounds.

It is further understood and agreed that the sole right and privlege to let any space on any fence or side thereof for advertising purposes shall belong to and remain in said party of the first part.

It is further understood and agreed that the said parties of the second part or their successors shall not sublet the said premises or any part thereof, or assign this lease or any privilege or right thereunder without the written consent of the said party of the first part being first had and obtained, and that at the expiration of said term or any sooner determination of this lease the said parties of the second part will quit or surrender the premises hereby demised in as good order and condition as reasonable use and tear thereof will permit.

IN WITNESS WHEREOF, the said party of the first part hath caused this agreement to be executed in triplicate by its President and its Secretary, and its corporate seal to be affixed, and the said parties of the second part have set their hands and seals this 20th day of September 1899.

Mechanics Institue,

by (signed) Ernst A. Denicke its President.

(Signed) Jos. M. Cumming, Secretary.

(Signed) Irwin J.Muma, seal.

(Signed) Fred L. Berry , seal.

SEAL. Stanford Manager.

The Meeting Then Adjourned

J.S.M Cumming Secretary

E.P. Heald Recording Secretary

San Francisco Oct 3, 1899.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Pavilion, this evening.

present Trustees - Brunt, Heald, Healy, McLaren, Neal, Pryssor, Fraser, Tuckner, Wallis, Wilson, Mr President (11)

Absent - Trustees - Culver, Kendrick Plum (3)

The reading of the minutes of the previous meeting was dispensed with -

The Finance Committee presented the following report:

- Finance Committee Report -

San Francisco, Oct 3, 1899

To the President and Board of Trustees

Gentlemen:-

Your Finance Committee reports as follows:

Cash on hand to-night - 13.641.20

We present bills as follows:

Regular Account - $926.28

31st Industrial Exposition 3.827.72 $4.754.00

and recommend that they be paid.

Respectfully submitted

Geo R Pryssor

Finance Com. Geo H Wallis-

E P Heald

31st. Industrial Exposition.

Pay Roll	$ 515	75	
Pay Roll	417	00	
Pay Roll	417	000	
Jos. M. Cumming	462	86	
Gus Faber	151	07	
John Patterson	85	90	
Saginaw Steel S.S.Co.	115	00	
Chas. A. Warren	12	00	
Siebe & Green	172	00	
Owens & Varney	30	00	
Frank Eastman & Co.	21	50	
Mutual Label & Lithograph Co.	243	00	
Miller, Sloss & Scott	34	98	
Monitor Publishing Co.	5	00	
D.M.Pidge	20	45	
Macondry Co.	177	84	
Union Pulp & Paper Co.	4	00	
Union Lithograph Co.	22	50	
S.F.Transfer Co.	74	70	
T. Shibata	50	50	
Globe Ticket Co.	40	49	
Commercial Publishing Co.	110	50	
Stanley Taylor Co.	9	75	
United Carriage Co.	8	50	
Brook Painting Sign Co.	22	50	
Bosqui Engraving & Printing	5	50	
Payot, Upham & Co.	24	12	
Wm. M. Weil	89	60	
Goldstein & Co.	10	00	
F.M.Stevens	13	86	
Bent & Meyerderks	14	75	
Sievers & Boland	1	50	
Valleau & Peterson	5	25	
Mannel	4	00	
J. Flynn	6	00	
continued----------	3394	37	

Brought forward---------	3394	37
Francis-Valentine Co.	56	00
James McClatchy	6	00
Brunt	2	00
Sacramento Pub. Co.	7	00
W.B.Walkup	12	00
Thomas Dyeing Works	85	45
John Quadt	10	45
N.Clarke & Sons	6	80
M.J.Brandenstein	9	00
Sing Fat & Co.	112	90
Joseph Winterburn Co.	25	75
Indian T.		100
	3827	72

Oct 3/99

San Francisco, Oct. 3, 1899. 189

Mechanics' Institute.

1. F.J.Teggart	53	47
2. Jos. M. Cumming	143	40
3. Stanford University B.Store	13	41
4. Geo. M. Mitchell	129	50
5. University of California	500	00
6. Gus Faber	86	50
	926	28

Hereby

Brunt objects to bill.

The report was received.

Mr Brunt objected to the item of $10 4 – in the bill of the Commercial Publishing Company – stating that he thought the charge excessive.

On motion the bill was referred to the Committee and the list of bills ordered paid by the following vote: ayes – Brunt. Neald Healy, McLaren. Neal. Presson. Fraser Tickner. Wallis, Wilson. Mr President (11) Noes – None.

Bennetts bill

Mr Presson presented the bill of Mr Bennett for $900. on account of music. Mr Presson stated that Mr Bennett had gone away and taken some of the musicians with him – and he did not know whether this was in accordance with the terms of his contract.

On motion the bill was referred to the Finance Committee with power to pay if endorsed by the Music Committee – by the following vote: ayes – Brunt. Neald, Healy McLaren. Neal, Presson. Fraser. Tickner. Wallis Wilson, Mr President (11) Noes. None –

Thomas bill

Mr Presson for the Committee presented a statement of A Piard Thomas in connection with his expenses on account of the Institute in Manila showing amount due to Mr Thomas in gold as $345.05.

On motion the bill was referred to the Finance Committee to report on

The Library Committee reported that they had selected books to the value of

$352.55, and upon the Committee's recommendation the books were ordered purchased by the following vote: ayes – Neald. Healy. McLaren. Neal. Presson. Fraser. Tickner. Wallis. Wilson. Brunt. Mr President (11) Noes – None.

Mr Wallis for the Folsom St Committee stated that the work of building the grand stands would commence to-morrow.

Folsom St accident settled.

The Secretary reported that he had settled the claim of James Reid against the Institute for damages by accident at 16th and Folsom Sts for $50.

The action of the Secretary was approved.

The Management Committee presented the following report, which was adopted –

Man Com

San Francisco Oct 3, 1899

To the President and Board of Trustees –

Gentlemen –

Your Management Committee reports as follows:

Report Filipinos

1st – In regard to the transportation of the Filipinos to Manila we have ordered the Secretary to send the list of those who wished to return, and also to interview the Army Officers about transportation.

We have ordered the Pigeon exhibit to close on last Wednesday.

Fagans $100.

We have ordered Mr Jas Fagen to be paid $100. in full for his services.

We have instructed Mr Buckley that in all events requiring expenditure be referred to the Superintendent

We have invited the students of Stanford University to be present to-morrow night.

Respectfully submitted.

Management Com

J P Fraser
F J Healy
G H Wallis
G R Presson

The Librarian presented his report for the month of September which was received, and the following names mentioned as having joined the Institute were approved.

Oct. 3/99

Names of New Members

New Members.

M F La Grange.	Miss E Mc Miles	Mrs M F Root
Carl F Haas.	Jno R Puckering.	Mrs G Williams
Miss L G Palmer -	W T Angier	C T Mc Carthy
P E Mc Dermott	E H Woodman -	L G Friebel
Wm G Rietzke	Miss G Hayden	Miss J Roller
Ed. B Payne -	Harrison Nowenoth -	Karl Fuhrman
W Lovejoy -	Miss Edith James -	P E Ragland
A E Rutter	D R Oliver	Henry G Clark
Wm Sexton	Jno M Mallon -	Chas H Talbot -

Nameless light.

A letter was read from Prof Haussler complaining about the light furnished in his booth -

The matter was referred to the Management Committee with power.

Mar'Ket St Ry donates $250.

A letter was read from the Market St. Rail Road Company stating that they had donated $250.00 to the Fair.

The matter was referred to the Finance Committee, and a letter ordered sent acknowledging the same.

Philadelphia Fair

A letter was read from the Philadelphia Commercial Museum in regard to its Fair now in progress.

Davidson delegated to Com'l Congress.

The President stated that Professor George Davidson ~~in regard to its Fair now in progress~~ expected to attend this Fair and International Commercial Congress, and desired to be accredited as a delegate from the Institute

Mr Wilson moved that Professor George Davidson be appointed a delegate on behalf of the Institute and the appointment be officially certified to him

The motion was carried.

Bond required for Filipinos.

The Secretary stated that he had seen Mr Bert Schlesinger who had acted as attorney for the landing of the Filipinos for the Fair, and that Mr Schlesinger stated that if the Filipinas remained in this country that a bond of $500- apiece would have to be paid for each one

Im Bureau to be notified we are through with Filipinos.

The matter was discussed at some length, and Mr Wallis moved that the Immigration Commissioner be notified that we would be through with the Filipinos on Saturday night this week, and that we await his instructions

Oct 3/99

The motion was carried.

Disposing of Fish.

The matter of disposing of the fish in the tanks was discussed, and a motion made that fish not belonging to others was ordered turned over to the Park Commissioners at the close of the Fair was carried.

The meeting then adjourned.

J M Hemmeny
Secretary

J P Read
Recording Secretary.

Oct 5/99

San Francisco Oct 5, 1899

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Pavilion this evening at five o'clock-

Present Trustees Heald, McLaren, Plum, Presson, Fraser, Tuchner, Wilson, Mr President (8)

Absent - Trustees - Culver - Brunt - Healy - Kendrick, Neal, Wallis (6)

On motion the reading of the minutes of the previous meeting was dispensed with

Bonds for Filipinos.

The President stated that he had been waited upon by Mr Schlesinger, who had acted as attorney in the matter of landing the Filipinos at the Fair and that Mr Schlesinger wished to know what the Institute would do in regard to giving a bond for the Filipinos to remain in the country.

Institute not to give bond.

On motion it was ordered that a letter be written to Mr Schlesinger stating that it would be impossible for the Institute under the terms of its Constitution to give bonds for this purpose.

Forest Soc'y wants donation

A letter was read from the Society for the conservation of flood waters of the State asking for a donation

On motion the Secretary was ordered to write to the Society stating that the Institute was a member of a kindred society-

Finance Com'te all cures

On motion the matter of the disposal of the Filipinos curios was put in charge of the Finance Committee to dispose of in the best manner possible

The meeting then adjourned-

J M Lemmon
Secretary

E P Heald
Recording Secretary

Specials.

Oct 10/99

San Francisco Oct 10, 1899.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Pavilion to-night at 8 o'clock

Present - Trustees - Heald, Healy, McLaren, Neal, Presson, Fraser, Wallis, Wilson, Mr President (9)

Absent - Trustees - Brunt, Culver, Kendrick, Plum Tuchner (5)

The minutes of the meetings of Sept 5th - 8th - 13th and 19th were read and approved.

Mr Brunt entered -

Window Co and awards.

Mr Hausman representing the California Duplex Window Co. was present and made some complaint about the awards at the Fair. The awards not yet having been presented to the Board, no action was taken in the matter, and Mr Hausman withdrew.

The Finance Committee presented the following report:

San Francisco Oct 10, 1899

To the President and Board of Trustees

Gentlemen:-

Your Finance Committee reports cash on hand $3,983.45

Its present bills amounting to - 2,147.70 -

and recommend that they be paid -

Respectfully submitted

Finance Com'te G P Presson
E P Heald
Geo H Wallis

The report was received and adopted - and the bills ordered paid by the following vote: ayes Brunt, Heald, Healy, McLaren, Presson, Fraser, Wallis, Wilson, Neal, Mr President (10) Noes - None -

31st Industrial Exposition		
1. Pay Roll	$479	70
2. Pay Roll	483	25
3. G. W. Bennett	549	00
4. Commercial Publishing Co.	96	50
5. San Francisco Call	350	00
6. Tribune Publishing Co.	30	00
7. S. F. Tageblatt	11	00
8. Dr. O. E. Burns	120	00
9. Valleau & Peterson	16	25
10. Argonaut Publishing Co.	10	00
Total	$2147	70

Oct 10 1899

Specials.

Mentals reception Folsom St

Mr Wallis for the Folsom St Lot Committee stated that the grading was nearly completed.

Mr Wallis stated that through a misunderstanding an option had been given to the Stanford University for the use of the grounds on Christmas Day - which was in conflict with the terms of the lease to the two Universities and that the State University people objected - and that a meeting was called to adjust the matter.

Sand on Folsom St Agreement

Mr Wallis stated that he had made an agreement with a party to dump sand on the Folsom Street lot in one of the low places of the lot - with the understanding that if the Institute ever concluded to fill up the lot in such a way that the sand would be useful where dumped & that the party dumping the sand was to be paid 25¢ per load for the same.

The action of the Committee was approved.

Awards

The Management Committee presented the report of the Jurors recommending the awards in all classes except the Art Department with the recommendation that the same be adopted -

The awards of the Jurors were adopted -

X See Margin for Omission

The Management Committee presented the following proposition which was adopted -

San Francisco, Oct. 10/99

To the Board of Trustees

Gentlemen -

Donation to Park Museum

"Resolved that the few old baskets purchased for the better equipment of the Indian Booth - and now remaining in our possession be donated to the Park Museum in consideration of the kindness of the Park Commissioners and the services of Mr Wilcom

Management Committee { P J Healy, J P Fraser, G R Presson, G H Wallis

Awards to Employees & Exhibitors

X Omission - The Committee (management) stated that they thought it advisable & made an award to each employee of the Institute as well as to exhibitors, on account of the extra work required of them during the progress of the Mid Winter Fair, but on account of the clearly defined plan [illegible] Com[illegible]

Oct 10/99

Specials.

Art Awards

The Art Committee presented a report of the Art Jurors recommending $660 in cash awards and some diplomas.

The report was adopted and the premiums ordered paid by the following vote: ayes Brunt, Neal d, Healy, McLaren, Neal, Presson, Fraser, Wallis, Wilson, Mr President - 10 Noes - None.

Cash to Lohr,

The Jury recommended that a cash Prize be paid August Lohr for the display of his paintings.

Mr Neald moved that ~~a cash prize~~ $25. be paid Mr Lohr.

The motion was carried by the following vote: ayes - Brunt, Neald, Healy, McLaren, Neal, Presson, Wallis, Wilson, Fraser, Mr President (10) Noes - None -

Numa wants option Folsom St

A letter from L J Numa asking for an option for the University of California for the Folsom St lot for December 23rd - 25th - 30, 1899 - and Jan. 1, 1900, was received and referred to the Folsom St Lot Committee.

Allison applies for job,

The application of D Allison for the position of Librarian was referred to the Committee on Employees.

Mrs Brown claims $5.

The Secretary stated that one of the pillow shams belonging to Mrs Martin Brown had been lost during the Fair - and that Mrs Brown had put in a claim for $5 -

The matter was referred to the Management Committee -

Thanks to Exhibitors &c.

On motion a letter of thanks for their exhibits was ordered sent to the California School of Mechanical Arts, Cogswell College, Polytechnic High School and the Regents of the State University.

Thanks were also ordered sent to Chief of Police for his courtesy, and to such other persons as may be entitled to the same for their actions during the Fair -

Thanks to Grunsky,

On motion of Mr Wallis the thanks of the Board were ordered sent to C Grunsky for his assistance to Mr Wallis in the preparation of the specifications

Oct. 10/99

Specials.

of the Folsom St lot grading.

On motion of Mr Wilson it was ordered that the Librarian be added to the Committee on Lectures and Classes as Secretary of the Committee

Librarian as Secty Lecture Com.

Mr Healy stated that he thought the Library Committee should be consulted in regard to new employees that might be needed for the Library

Healy wants Lib. Com. consulted re Employees.

Mr Healy moved that the Library Committee be added to the Employees Committee for the purpose of selecting assistants for vacancies in the Library.

Mr Wilson moved to amend by making it the privilege of the Library Committee to make any recommendation that they might see fit.

Mr McLaren moved that the matter be laid on the table.

Motion was carried.

Deportation Filipinos

The Secretary stated that Captain Schell of the U.S. Immigration Service had called, and stated that the Filipinos would have to be deported very shortly- and that very short notice should be given for the time that they would have to go; and as the Institute was liable for their subsistence while on board ship, it might be well to be ready for the same-

On motion of Mr Heald the matter was referred to the Management Committee to provide rations for the Filipinos

Secty gets leave

Mr Neal moved that the Secretary be granted a leave of absence from Oct 18- to Nov. 8/99

The motion was carried

The meeting then adjourned-

J. M. Cumming Secretary

E. P. Heald Recording Secretary

Oct. 17/99

San Francisco, October 17, 1899.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building to-night at 7:30 o'clock- present Trustees- Heald, Healy- Leaf, Plum, Presson, Fraser, Wallis, Wilson Mr. President (9) Absent- Trustees- Brunt, Gulick Kendrick, McLaren, Tuckner. (5)-

The minutes of the meetings of Sept 26th, Oct. 3rd, Oct. 5th and 10th- were read and approved

Mr Brunt entered.

The Finance Committee presented the following report:-

-Finance Committee Report-

San Francisco, Oct. 17/99.

To the President and Board of Trustees-

Gentlemen-

Your Finance Committee would report that there is-

Cash on Hand to-night to the amount of $6,192.10

The present bills amounting to 2,924.17

and recommend that they be paid- $3,268.93

Respectfully submitted-

E. P. Presson

Finance Committee E. P. Heald-

Geo. H. Wallis-

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San Francisco, Oct. 17, 1899.

	Fair Bills,		
1-	Pay Roll,	423.	15
2-	W. R. McFarland,	80	50
3-	Owens & Varney,	61	55
4-	Chronicle	436	60
5-	Evening Post,	215	00
6-	R. A. Crothers	252	00
7-	Abend Post,	20	00
8-	CalDemokrat,	20	00
9	Franco Cal.Pub.Co.	10	00
10	Oakland Enquirer Pub.Co.	30	00
11	S.F.Daily Report,	18	00
12-	Examiner	425	25
13	Siebe & Green,	8	00
14-	Porter & Brumfield,	90	00
15	G. F. Hagman	12	50
16	Valleau & Petersen,	4	00
17	Globe Ticket Co.	6	00
18	Hancock Bros.	4	00
19	Publishers Fair Daily	20	00
20	H. McCabe,	5	50
21-	A. H. McFarlane, M.D.	35	00
22-	O.Kai & Co.	43	95
23-	F. E. Pratt,	237	00
		2508	-

	Institute Bills.		
1-	A. H. McFarlane	10	00
2-	Sherman, Clay & Co.	2	25
3-	Alexander Yost Co.	78	25
4-	Philadelphia Book Co.	2	00
5-	American Tract Soc.	9	98
6-	Robt. E. Cowan,	15	
7-	Bancroft Whitney Co.	2	50
8-	Cunningham, Curtis & Welch,	79	13
9-	Elder & Shepard,	37	06
10-	A.M. Robertson,	36	02
11-	J. Tauzy & Co.	6	45
12-	Wm. Doxey,	37	73
13-	Statistician & Economist,	3	50
14-	Sonoma Co. Pub. Co.	3	00
15-	Scientific Pub. Co.	4	25
16-	Bishops A.B.C. Guide,	1	50
17-	Call,	11	70
18-	Examiner,	11	70
19-	S. F. Daily Report,	4	50
20	Chronicle,	13	65
		421	17

The report was received and adopted, and the bills ordered paid by the following vote: ayes – Brunt, Heald, Healy, Neal, Plum, Presson, Fraser, Wallis, Wilson, Mr President (9) Noes – None.

Hicks Judd bill

Mr Presson for the Finance Committee brought up the bill of the Hicks-Judd Co. for $220.38 and stated that the bill was presented without approval by the Library Committee.

Action on paying the bill was deferred until later in the evening.

Mr Presson withdrew.

Bosqui bill.

Mr Neal brought to the attention of the Board the bill of the Bosqui Engraving Co. for printing tickets. Mr Neal stating that he thought the bill excessive.

After some discussion on motion of Mr Brunt the bill amounting to $47.75 was ordered paid by the following vote – ayes – Brunt, Heald, Healy, Neal, Plum, Fraser, Wallis, Wilson, Mr President – (9) Noes – None.

Mr Healy for the Library Committee reported that they had selected books to the value of $336.40, and on the Committee's recommendation the books were ordered purchased by the following vote; ayes – Brunt, Heald, Healy, Neal, Plum, Fraser, Wallis, Wilson, Mr President (9) Noes – None.

Tuttle's grading

Folsom St Lot Committee — The matter of Mr Tuttle's grading contract was discussed, and it being stated that his contract called for payment on completion of the work which would probably be before the next meeting of the Board – Mr Wilson moved that Mr. Tuttle's bill be audited and a check drawn for the same on its proper acceptance by the Folsom St. Lot Committee.

The motion was carried by the following vote – ayes – Brunt, Heald, Healy, Neal, Plum, Fraser, Wallis, Wilson, Mr President (9) Noes – None.

Surveying Folsom St.

Mr Wallis moved that the Folsom St Lot Committee be empowered to employ a surveyor to see if the lot was properly graded by Mr Tuttle.

The motion was carried.

Mrs Brown pd $5.

Mr Fraser for the Management Committee reported in favor of paying Mrs Martin Brown $5 – for a Pullow Sham lost at the Fair.

The recommendation was adopted with

following vote:- ayes – Brunt, Heald, Healy – Neal, Fraser, Plum, Wallis, Wilson, Mr President (9) Noes – None.

For the Art Committee – Mr Heald reported that all of the pictures had been returned to their owners.

Selling Pavilion Machy.

For the Machinery Committee – Mr Wallis stated that the machinery in the Pavilion was now in first class order, and in view of the fact that before the next Fair there would probably be different arrangements made in the way of electrical machinery or some other methods of supplying power for the Fair he thought it would be well to sell the machinery in the Pavilion.

For the Art Committee –

After some discussion a motion by Mr Wallis to the effect that all the machinery in the Pavilion including engines, boilers, shafting and pulleys be sold, was carried – and the Machinery Committee instructed to take charge of the matter of selling same.

S.P. Co and securing Fair

The President stated that before the opening of the Fair – Mr. Goodman of the Southern Pacific Company had given a promise that the Rail Road Company would assist the Fair in some way, and on motion the President and Mr Presson were appointed a committee to see Mr Goodman in regard to the matter.

New Members.

The Librarian presented the following names as having joined the Institute – all of which were on motion approved.

A L Bullion –	J S Gimmer –	C. S. Harker
Paul Modersohn –	Chas F Sloane –	C. R. Pomeroy
C G Calfins –	J S Mills	Mrs J B Mitchell
H Nakamura –	Miss Helen A Son	Fred N Denny
Miss Dorothy H Tiedemann	Miss Jennie H Bacon	Mrs W H Hite
Mrs G S Harwood –	D Priori	Mrs S K Lathrop
Geo L Leslie	A Manner –	Jno. J Madden
A A Watchouse	Miss M. B Truette	A J Notekakis
G A Tornberg –	Sterling Portley	Mrs A Stahl
Mrs S W Schultz –	Chas. McMullen	F S Rowley
W G Dodge –	Richard Kuhns –	Miss E Dougherty
W B Howard –	Mrs T V Harris	Miss J Haskins
Mrs F R Wall –	A L Brod	Frederick Buck –

Oct. 17/99

The Secretary presented a report for the month of September which was received and ordered spread on the minutes.

—Secretary's Report—

Secty.

San Francisco, Oct. 17. 899 -

To the President and Board of Trustees

Gentlemen:-

I respectfully submit for your consideration financial statement for the month of September 1899.

Receipts —

			1.658.81
Dues —		2.739.50	
Entrance Fees -		126 —	
Books -		100.95	
Classes -		37 —	
Library Bulletin		11.50	
Mutual Savings Bank		325 —	
Pavilion			
Hayes St.	452.40		
Sale of tanks 40 —		492.40	
Folsom St -		8.75	
31st Ind. Exposition	21540.98		25382.08
			27. 040.89

Expenditures

Bills Payable —		3 000.00	
Books —		353.10	
Books - Lief Fund -		19.33	
Binding		82.86	
Classes -		60.00	
Expense		216.65	
Folsom St Lot -			
Interest -	1,000.00		
Repairs	26.50	1026.50	
Interest		62.33	
Lighting		6.20	
Library Bulletin		102.75	
Printing & Stationery		117.63	
Music		11.21	
Periodicals		12.40	
Salaries		1,537.50	
Repairs -		191.50	
31st Ind. Exp.		12,020.85	18,822.91
Oct. 1st/99 Cash on hand			8217 98

Respectfully submitted
Jos M Cumming, Secy.

Oct. 17/99

The following letter was read:

Graves resigns.

San Francisco. Oct 17. 1899.

To the President
and Board of Trustees —
Gentlemen; —

Having been appointed librarian of the Free Library of the Free Library of the City of Alameda. I hereby offer my resignation as assistant Librarian to take effect Nov. 30. 1899 —

With best wishes for the prosperity of the Institution of which I have been a member and employé for nearly 15 years, and with a deep appreciation of the courtesies your Honorable Body has always shown me - I am.

Very respectfully yours —
Francis B Graves —

On motion the resignation was accepted.

Testimonial

Mr Healy moved that a committee be appointed to draft a suitable testimonial to Mr Graves —

The motion was carried — and the Library Committee appointed for that purpose —

The following letter was read:

San Francisco Oct 17/99

Williams asks leave.

N P Tichnor Esq.

Dear Sir — As Chairman of the Employés Committee, I beg to ask your permission for a six months leave of absence from my present duties as I desire to put in the time in a manner that will be both beneficial to the Institute and myself - excepting that something unforseen should happen.

Trusting that you will extend the courtesy merited by long and faithful service —

believe me sir —

I am. Yours etc —
A R Williams

Oct. 17/99

The matter of giving Mr Williams a leave of absence was discussed, and Mr Heald moved that the matter of be referred to the Employees Committee —

Mr Brunt moved to amend by referring the matter to the Employees Committee with power —

Mr Heald accepted the amendment, and the amended motion was carried. — Mr Healy opposing

The following letter was read and ordered acknowledged, and the President and Secretary instructed to formulate an answer.

Gen. Shafter re-Filipinos

San Francisco Oct. 16. 1899

Ernst A Denicke, Esq.

Dear Sir —

Referring again to the case of the Filipinos who were brought to this country at your request for the purposes of exhibition at your Fair, on board of government transports and whom you desire to have returned to that country in the same manner, it has come to my knowledge that these people are entirely without means, and in fact are in need of the bare necessities of life — Of course I do not say this is so, but simply that I have heard it —

You understand of course that these people can not be taken on board government transports unless full provision is made in advance for their maintenance. On the basis of $1 - per day for each person or about that sum - this would amount to about $25,000. for 58 on the trip from San Francisco to Manila and if they were sent out on a slow ship — the amount would be larger —

Unless this matter is satisfactorily arranged — and full provision made for their maintenance while on board ship, they would not be taken on board ship — under any circumstances.

I had hoped to be able to send these people off very soon, and still hope to be able to do so.

I am sir —

Very respectfully yours —

Wm. R. Shafter —

Major General U. S. Volunteers

Morton and Folsom St.

A letter was read from J. D. Morton applying for the position as caretaker of the Folsom St. grounds — and making suggestions about the rental and a letter was read from Harry Clark

Oct. 17/99

and one from Geo. Hall in relation to the same matter —

Both letters were referred to the Folsom St. Lot Committee

Griffith engrossing diplomas

J. A. Griffith made application for engrossing the diplomas for the Fair offering to do the work for 12½ cts. for each diploma done in round hand, and 15 cts. in old English.

The application was referred to the Art Committee with power.

A letter was read from the California State Association for the storage of Flood Waters asking for an appropriation.

Mr Brunt moved that the bill of Hicks-Judd Co. amounting to $26.38 and laid over from the early part of the evening — be paid.

The motion was carried by the following vote — ayes — Brunt, Heald, Heal, Plum, Fraser — Wallis — Wilson, Mr President 8) Noes — Mr Healy —

Ref book.

The President stated that Howard S. Holmes had requested to be allowed to take a book out of the Reference Room, and on motion the request was granted —

The President spoke of the matter of the Institute erecting a new building, and after some discussion Mr Wilson presented the following resolution —

Com. on Properties

San Francisco Oct. 17. 1899 —

"Resolved — That a Committee of three be appointed by the President to take consideration of the several properties of the Institute with regard to the expense of maintaining them and the receipts therefrom; and to prepare and present to the Board of Trustees a report with recommendations of such changes and improvements as in their judgment will inhance the value of — and increase the receipts from these properties —

The resolution was adopted — and the President appointed as a Committee — Messrs Wilson, Plum and Fraser.

Libry at Manila

The President stated that it was contemplated starting a Library at Manila — and the matter of assisting the same was referred to the Library Committee —

Mr Brunt withdrew —

Oct. 17/99

~~Mr Wallis stated that it was contemplated starting a Library at Manila and the matter of so starting the same, was referred to the Library Committee.~~

Water pipe Folsom St.

Mr Wallis stated that it would be necessary to put in a water pipe at the Folsom St. Lot costing about $80—

On motion the Folsom St. Lot Committee was given power to put the same in.

Filipinos at Pavilion

The Secretary reported that all of the Filipinos now now residing in the Pavilion and being fed at the Institute's expense and awaiting orders for deportation to Manila

The meeting then adjourned.

Jos M Cumming
Secretary

E. L. Heaps
Recording Secretary

Nov. 7/99

San Francisco Nov. 7, 1899

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library to-night at 7-30 o'clock, present Trustees- Heald, McLaren, Neal, Presson, Fraser, Wallis & Wilson Mr President (8) absent- Trustees - Brunt, Healy, Kendrick, Plum, Tuckey (5)

On motion the reading of the minutes was dispensed with.

Messrs. Brunt and Healy entered.

The Finance Committee presented the following report:

San Francisco, Nov. 7/99

To the Board of Trustees

Gentlemen:-

Your Finance Committee would report cash on hand $6,890.57.

We present bills as follows

Institute	$412.72	
Fair	1491.39	3904.11

and recommend that they be paid.

Respectfully submitted
Finance Com. G. K. Presson
E. P. Heald.
G. H. Wallis

San Francisco, Nov. 7th, 1899. 169

	Fair Bills.			Brought Forward,	1,368 63
1-	Pay Roll,	154	50	31- Hale Bros.	54 76
2-	Pay Roll	79	50	32- Horn Hong & Co.	10 00
3-	Jos. M. Cumming,	415	86	33- E.Temps,	58 00
4-	John Boyd,	68	75		1,491 39
5-	J. W. Cantrell	16	25		
6-	Henry Raschen,	40	15		
7-	R. Ferle,	26	21		
8-	Central Lumber & Mill Co.	387	52		
9-	Welsbach Exchange,	14	50		
10-	Jacob Schwerdt,	3	50		
11	Wilferts	42	95		
12-	Byron Mauzy,	5	00		
13-	John Swett & Son,	5	00		
14-	Geo. L. Fitch,	15	00		
15-	J.Geidl & Co.	3	75		
16-	S.F. District Teleg. Co.	1	00		
17-	Cal. Electr. Wks.	4	80		
18-	Will & Finck Co.	4	00		
19-	Warren & Malley Co.	3	15		
20-	Geo. H. Tay Co.	8	89		
21-	Mun Kee & Co.	3	00		
22-	Shields & Hadler,	2	50		
23-	Pacific Electric Motor Co.	10	00		
24-	C.Pedretti & Sons,	5	00		
25-	Mt.Shasta Mineral Spring Co.	2	00		
26-	Thos. Roberts,	1	25		
27-	F.Thomas Dyeing & Cleaning Wks.	6	00		
28-	Union Ice Co.	1	55		
29-	L'Italia	5	00		
30-	J.P.Brownlee,	32	05		
		1,368	63		

Pages 160–161 stuck together

Board of Trustees Minutes, VOLUME 7, 9 May 1899 – 18 October 1904. Mechanics' Institute, San Francisco.

Institute Bills.

1-	Pay Roll,				
	F. J. Teggart,	150.00			
	F.B.Graves,	110.00			
	J. H. Wood,	90.00			
	R. D. Colquhoun,	87.50			
	W.R.Williams,	60.00			
	W.N.Woolcock,	45.00			
	Miss S.Huntington,	40.00			
	F.J.Gilman,	30.00			
	C.C.Badger,	7.50			
	C.B.Cooke,	15.00			
	F.E.Harris,	30.00			
	C.Parry,	15.00			
	L.P.Latimer,	30.00			
	G.Behrnd,	30.00			
	Jos.M.Cumming,				
	3/4 of a Mo.	112.50			
	A. Ahern,	45.00			
	J. A. Jackson,	90.00	1,[illegible]	50	✓
2-	Wm. E. Loy,		55	00	✓
3-	F. J. Teggart,		42	53	✓
4-	Jos.M.Cumming,		342	00	✓
5-	Pay Roll		51	50	✓
6-	E. L. Snell,		3	50	✓
7-	Andrew Wilkie,		133	63	✓
8-	Reigle & Jamieson,		450	00	✓
9-	A. McCoy,		15	00	✓
10-	Gus Faber,		34	75	✓
11	Neville & Co.		33	90	✓
12	Swayne, Hoyt & Co.		7	26	✓
13-	L. & M. Alexander & Co.		1	00	✓
14-	Le Count Bros.		6	50	✓
15-	John Quadt,		9	45	✓
16-	Buchanan Bros.		1	45	✓
			2,[illegible]70	02	

Brought Forward,	2,[illegible]70	02
17- Herring Hall Marvin Co.	25	00 ✓
18-Cal.Artistic Metal & Wire Co.	103	00 ✓
19-Universal & Pac.Gas Gov.Co.	4	50 ✓
20-Stetson G.Hindes,	10	00 ✓
	2,[illegible]27	52

C. H. Hagman (Insp.) 45 50

(34 12 72

The report was received and adopted and the bills ordered paid by the following vote: ayes - Neald, Healy, McLaren, Neal, Presson, Fraser, Wallis, Wilson, Mr President (9) Noes-None. Mr Brunt excused from voting on account of having come into the room after roll of the bills were presented (1)

For the Library Committee. Mr Healy stated that they had selected books to the value of $384.87, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes - Brunt, Neald, Healy, McLaren-Neal-Presson, Fraser, Wallis, Wilson, Mr President (8) Noes-None.

Mr Healy for the Library Committee presented the following resolution which was adopted.

San Francisco. Nov. 7/99-

To the Board of Trustees

The Library Committee desire to experiment with a certain number of popular magazines to be used in circulation with a view of displacing the more costly works of fiction which we are now compelled to purchase

Library Com. P. J. Healy
Walter M Brunt
R Kendrick

Cav. Gutters.

For the Pavilion Committee Mr Wallis stated that the gutters in the Pavilion had been fixed, and that the lumber left over from the Fair had been sent out to the Folsom Street lot.

Pav. Rented $50.

Mr Fraser stated that the Pavilion Committee had rented the Pavilion to the returning Tennessee Regiment for the sum of $50.- for a reception.

Mr Kendrick entered.

The Folsom St. Lot Committee presented the following report:

San Francisco. Nov. 7. 1899

To the Board of Trustees.

Gentlemen:-

Folsom St payments.

Your Folsom St. Lot Committee recommends that $500.- be paid to John Guttle on account of grading contract, and $1,000.00 to Alexander Campbell on account of said contract. this money to be paid to Campbell on the order of your Committee in such sums as your Committee may direct.

Respectfully submitted-
Folsom St. Lot Com. G. H. Wallis
Robt. A Neal

The report was adopted, and the money ordered paid by the following vote - ayes- Brunt, Neald, Healy, Kendrick, McLaren-Neal, Presson, Fraser, Wallis, Wilson, Mr President - (11) Noes - None

For the Employees Committee - Mr Wilson stated that in the matter of the request of W R Williams for a leave of absence referred to the Committee with power, that Mr Williams had withdrawn his request and had resigned his position

Williams resigns.

On motion the rate to be charged for duplicate diplomas for the Fair was fixed at $1.00 each.

Dup. Diplomas $1.00

The President stated that he had called on General Goodman of the S.P.R.R. in relation to some aid for the Fair and that General Goodman had promised to take the matter up.

Nov. 7/99

The Librarian presented his report for the month of October, which was received, and the following names mentioned as having joined the Institute were on motion approved.

New Members.

Eugene Arguelles-	J. J. Kirkpatrick.	Chas. Patten
Geo. Reilly.	C. L. Strong	miss M. M. Nowell
D. M. Venrith	S. Costello	F. A. Temple
Mrs L. Bethune	miss K. S. Morrison	T. Blandenberg
Mrs F. C. Brown	Ringfield Brown.	Edw. T. Rountree

Silver.

A letter was read from W. B. Silver claiming damages for an alleged failure to fulfill a certain contract claimed by him to exist.

The letter was referred to the Finance Committee

The Library Committee presented the following resolution which was adopted-

San Francisco Nov. 7/99

To the Board of Trustees

Gentlemen:

Donation of books.

Your Library Committee recommend that the Mechanics' Institute donate 100 volumes of the surplus ~~stock~~ books of the Library, to the Library at Manila which is now being formed by Mrs Colonel Greenleaf and others.

Library Com. { P. J. Healy. / R. Kendrick / Walter N. Brunt

Tillman & Bendel claim $100.

A letter was read from Tillmann & Bendel they claiming that the $100. paid by them for space at the Mechanics' Fair was paid with the understanding that the same was to be refunded to them.

The Secretary made a statement that while the President had made such an arrangement with Mr Tillmann, that a subsequent arrangement had been made by Mr Clark and Mr Schmedt representing Tillmann & Bendel, to the effect that if the Institute would make a five foot aisle on the west side of the exhibit that Tillmann & Bendel would take the space - paying $100.00 therefor.

Nov. 7/99

On motion it was ordered to write Tillmann & Bendel that their request to refund the money could not be complied with.

Welcombs lamps.

A letter was read from S. F. Wilcomb, curator of the Golden Gate Park Museum stating that one of the lamps loaned by him was returned ruined.

On motion the Secretary was instructed to write him asking for the amount of damage.

Awards to Mockers & Vandenh.

On motion a diploma was granted to Edwin A Mocker for exhibit of Mint Jujubes, and to eight of the pupils in Van der Naillen's School of Engineering for drawings.

A letter was read from the State Association for the Storage & Flood Rates requesting a donation, and another letter calling attention to its convention on the 14th & 15th November.

The letter was ordered acknowledged and the Secretary instructed to inform the association that we were in sympathy with their project, but as we have already subscribed to a similar Society, we feel that we can not be called on for a donation

Entracht and Pavilion.

The Secretary stated that the Verein Eintracht wished to rent the Pavilion for a Masquerade in February next year, and they wished to know what rate would be made to them.

On motion it was ordered that the rate be the same as that offered last year, $250.-

Pavilion Watchman Cost.

The Secretary stated that a watchman was being employed in the ~~Fair~~ Pavilion to look after the Filipinos at night time and on motion he was ordered discharged.

Ads for renting Pav. block.

Mr Wallis on for the Committee appointed to report on plans for increasing the revenues of the different properties of the Institute reported - recommending that in order to obtain information that the Secretary be instructed to advertise for proposals for the rental of the Pavilion block

Mr Wallis moved as an amendment that the matter be put in the hands

Nov. 21/99

of some real estate firm, the idea being that the name of the property should not be mentioned, and that the Committee be instructed to inform the firm that the Institute would not be liable for any expense.

On motion the amended motion was carried and the Committee instructed to report back to the Board on the matter of obtaining offers before incurring any expense.

Mr Wilson withdrew

Offer for relief from Filipinos.

The Secretary then read copy of letter sent to the Secretary of the Treasury, Secretary of War, Secretary of the Interior and the President in regard to asking to be relieved of responsibility of the Filipinos

Culver dead.

On motion the letter was approved.

The President then announced the death of Trustee J H Culver, the President stating that Mr. Culver had been Secretary for many years, and paying a tribute to his memory and his ability.

Resolutions re Culver,

Mr Wallis moved that a Committee be appointed to draw up suitable resolutions of respect to his memory.

The motion was carried and the Chair appointed Messrs Wallis, Pressom and Heald.

Mr Wallis presented the following resolution which was adopted.

Appointment to Interstate Com.

"In view of the fact that a vacancy exists in the Interstate Commerce Commission"

Be it resolved- that it is the sense of this Board, realizing the importance the decisions of the "Interstate Commerce Commission" may have on the prosperity of this City and Coast, deem it eminently proper that this Coast should have representation on that Committee, and that our representatives in Congress be asked to urge the justice of this claim upon the consideration of the President of the United States in making the appointment to fill this vacancy

The meeting then adjourned.

Secretary

Recording Secretary

Nov 21/99.

San Francisco, Nov. 21, 1899

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Institute Library Building to-night at 7-30 o'clock, present Trustees Heald, Healy, Kendrick, Neal, Pressom, Fraser, Tyrrell, Wallis, Wilson (J) Absent Trustees Brunt, McLaren, Plum, Mr President

The minutes of the meetings of Oct. 17th and November 7th, were read and approved.

The Finance Committee presented the following report:

Finance Committee Report

San Francisco, Nov. 21, 1899

To the Board of Trustees

Gentlemen -

Your Finance Committee presents bill as follows:

Regular -	4,623.04	
3rd & 2nd Exp.	3,444.14	8,067.18

and recommend that they be paid.

There is cash on hand to-night amounting to $1,142.15 a shortage of $6,925.03 and as there will have to be some bills met shortly in connection with the Folsom St lot, we present in another report a resolution to borrow $10,000.00

Respectfully submitted

Finance Committee: Geo K Pressom, Geo H Wallis, E P Heald

List of Bills

(See next page)

N0021/99.

MECHANICS' INSTITUTE.

Bills Audited by Board of Trustees.

San Francisco, Nov. 21st, 1899 189

Institute Bills.		
1- Jos. M. Cumming,	42	25
2- Tax Collector	3,241	29
3- Pac.Gas & Telephone Co.	47	95
4- Univ.of Cal.	500	00
5- Upton Bros.	35	25
6- Vincenze Chiossi & Co.	63	45
7- Joost Bros.	3	40
8- J.D.Morton	42	00
9- S.F.Gas & Electric Co.	25	30
10- Pacific Gas Impt.Co.	473	40
11- Spring Valley Water Wks.	123	75
	4623	04
Fair Bills.		
1- Pay Roll	49	50
2- J.M.Cumming,	194	79
3- Filipinos,	161	25
4- W.Ehrman & Co.	70	00
5- Henry Ernst,	35	00
6- Fredericksburg Bottling Co.	14	00
7- Thomas Day & Co.	10	55
8- Gundlach Bundschu Co.	18	27
9- Pacific Telep. & Teleg. Co.	67	50
10- Gus Faber,	59	00
11- Metty Bros.	1	50
12- R.J.Green,	32	25
13- R.Perle,	12	80
14- R.D.Chandler,	176	00
15- Holbrook,Merrill & Stetson,	85	46
16- Joost Bros.	270	47
	1308	46
Brought Forward,	1308	46
17- Murphy,Grant & Co.	8	94
18- Hale Bros.	76	99
19- Pacific Gas Impt.Co.	852	00
20- S. F. Gas & Electric Co.	1,003	75
21- Spring Val.Water Wks.	195	00
	3444	14

Correct, G R Rheem
Chairman Finance Committee.

The report was received and adopted — and the bills ordering paid by the following vote; ayes - Heald, Healy, Kendrick, Neal, Presson, Fraser, Tuckner, Wallis, Wilson (9) Noes — None.

The Finance Committee presented the following resolution.

San Francisco. Nov. 21st 1899

To the President and Board of Trustees

Gentlemen —

Your Finance Committee submits the following resolution with the recommendation that it be adopted -

Resolved, That the President and Secretary

$10000 borrowed.

N0021/99.

Secretary of this corporation the Mechanics' Institute be and they are hereby authorized and empowered to borrow of the First National Bank of San Francisco, California, a sum not to exceed $10,000. at such rate of interest as they may deem expedient, and that the President and Recording Secretary, be and they are hereby authorized and empowered to make and deliver to the lender the promissory notes of this corporation for such sums as may be required.

Respectfully submitted

The resolution was adopted by the following vote; ayes - Heald, Healy, Kendrick, Neal, Presson, Fraser, Tuckner, Wallis, Wilson (9) Noes — None.

Mr Plum entered —

Thomas' Bill.

Mr Presson presented the claim of P Thomas for services in connection with the Filipino exhibit, and on motion the matter was referred to the President to settle on the best terms possible

Mr Presson reported progress in regard to the claim of P B Sulver.

Mr Healy for the Library Committee reported that they had selected books to the value of $389.95 and on the Committee's recommendation, the books were ordered purchased by the following vote: ayes Heald, Healy, Kendrick, Neal, Plum, Fraser, Tuckner, Wallis, Wilson (9) Noes - Presson (1).

Mr Healy for the Committee presented the following report

San Francisco, Nov. 21, 1899

To the President and Board of Trustees -

Gentlemen —

Graves' Testimonials.

Your Library Committee to whom was referred the matter of drawing up suitable testimonials to Francis B Graves, recommends that a copy of the following be sent him -

Mr F B Graves -

We beg to inform you that your resignation as Assistant Librarian has been read, received, read and received by the Board of Trustees

Nov 21/99.

Leaves Testimonial.

of the Mechanics Institute. While deeply regretting the loss of your valuable services to the Mechanics' Library we take great pleasure in informing you that the Board of Trustees have unanimously directed us to express to you their great pleasure at your appointment to the responsible position of Librarian of the Alameda Free Library which you are about to occupy, and do hereby testify to their appreciation of your services in the Mechanics Institute Library which have extended over a period of nearly fifteen years, and we further testify to the unfailing courtesy and marked ability that you have always displayed in the service of the Institute.

The Trustees wish to express to you their good wishes for your welfare and success in your future undertakings.

Respectfully submitted
Library Com. P J Healy - R Kendrick

The report was unanimously adopted.

The Folsom St Lot Committee presented the following report:

San Francisco Nov 21/99

Sand on Folsom St lot.

The Board of Trustees
Gentlemen—

Your Folsom St Lot Committee recommends that sufficient sand be mixed with the loam on the grounds in order to get the grounds in proper shape for the football match on Thanksgiving Day, and your Committee recommends that it be given authority to do the work necessary, and to also change the grade on the lot in accordance with the manner requested by the Universities.

Holes in Fence.

Your Committee recommends that holes be cut in the Folsom St (grounds) fence under the fence grand stand in order to give light below the grand stand, the holes to be covered with wire netting.

Respectfully submitted
Geo T Wallis
Folsom St Lot Committee Robt W Neal
Kendrick.

Nov 21/99.

Fall of ground

In this connection a letter was read from the Manager of the Stanford Football Team asking that the fall of the grounds be made 5 inches to the 100 ft. instead of 3 inches.

The report of the Committee was adopted.

The Employes Committee presented the following report:

San Francisco Nov. 21/99

The Board of Trustees—
Gentlemen—

Your Committee on Employes have under consideration several applications for appointment to the Librarian's staff but desire further investigation before making any recommendation and respectfully ask further time.

Employes Com. H L Tyler
Geo R Presson
Horace Folson

The request of the Committee was granted.

Mr Folson left the room.

The Management Committee presented the following report:

Mgt. Com.

San Francisco Nov. 21 1899

To the President and Board of Trustees
Gentlemen:—

Your Management Committee reports as follows:—

Gold medals awarded

1st— We recommend that a Gold Medal be awarded to W A Clifford for his Voting Machine, and a Gold Medal to W L Elliott for his Automobile.

Grand Silver Letters.

2nd— We recommend that grand Silver Medals be awarded to the Pegamoid Company and the S. F. Lumber Company for their exhibits.

Diplomas to Indians.

3rd— We recommend that diplomas be given to each of the Indians in the Indian village.

Filipinos disappeared.

We are informed that a number of Filipinos who have been in the Pavilion awaiting deportation to Manila have disappeared.

Nov 21/99.

We recommend that Commissioner North be notified to this effect, and that we disclaim any responsibility in the matter.

We are informed by the Quartermasters' Department that 11 of the Filipinos have been assigned to the steamer "Flintshire"

Respectfully submitted
J P Fraser
F J Keigly
Geo H Fallis
Geo R Presson
Management committee

The report was adopted.

The Management Committee were instructed to report back to the Board the cost of medals

The Committee on resolutions to Mr Culver presented the following —

Culver Resolutions.

San Francisco, Nov 21, 1899.

The Board of Trustees —
Mechanics' Institute
San Francisco, Cal.

Gentlemen —

Your Committee to report resolutions on the death of Mr Jas. H Culver, beg to report as follows: —

Whereas, James H Culver, our Associate Trustee of the Mechanics' Institute has been taken away from the scenes of his earthly labors — after a long and wearisome illness, and

Whereas he has long been connected with this Institute, many years as Secretary, and later years on the Board of Trustees, and

Whereas, in all these years he has been faithful in his services to the Board and to the interests of the Mechanics' Institute — and as a Trustee, has been diligent and zealous to promote its objects, showing always his kindly and genial nature

Resolved, — First that the Board of Trustees

Nov 21/99.

here assembled do hereby tender to the family of our late associate Jas. H. Culver, their heartfelt and sincere sympathy in this their time of affliction and bereavement, and

Resolved —

Secondly; — That this preamble and resolutions be spread on the minutes of the proceedings of this Board — and an engrossed copy of the same be sent to the widow of Mr Culver.

Respectfully submitted —
Geo H Fallis
Geo R Presson
E J Heald
Special committee

The resolutions were unanimously adopted by a rising vote.

The Librarian presented the following names as having joined the Institute, all of which were on motion approved —

New Members.

E N Lindsay —
Clayton R Tinsley —
F F Keston —
T R Fiala
Miss D L Preble
Jos T White
F J Sunderland
E B Davenport —
J S Stevens
F F Tilsey —
Walter S Braun —
M C Tasson —
Martin Raschen —
E M Moores
Chas L Cetruck
Jos D Batten
Mrs Dora Delaney
Mrs W C Owen —
J J Gilbert
R G Mansfield
W N Ross
Mrs J W Hellman —
E Nicholson
Miss E Casasas —
Mrs F A Barton
F A Woodworth
J R Gilbert
J J Geraghty
F Allarda
E F Shaw
J Mulligan
J M Belcher
Miss J M McMillan
Miss N L Bleiken
Rev. P J Cummings

Mr Tuckner withdrew

The Secretary presented his report for the month of October which was received and ordered spread on the minutes — See p. 175.

Woolcock wants raise.

An application from W H Woolcock for a raise in salary was received and referred to the Employees Committee —

The resignation of W R Wyllie as Assistant Librarian was read and accepted —

Solan wins chess medal.

A letter was read from participants in the recent Chess Tournament stating that J J Solan was entitled to the medal

Nov 21/99.

The customary Chess Medal was awarded to Mr Doland.

Insurance Folsom St.

On motion the matter of insuring the improvements on the Folsom St. property was referred to the Finance Committee

Mr Nelson returned to the room.

Basket to Wilcomb.

A letter was read from P Wilcomb stating that if the Institute would give him one of the File pens basket it's valued at about $2.50 that he would be satisfied for the loss caused by the breakage of the lamp loaned by him to the Institute for the recent fair.

On motion Mr Wilcomb's proposition was accepted.

Mr Larsen on Folsom St. Com.

On motion of Mr Walles Mr M. Larsen was added to the Folsom St. Committee

Atty. for Silver matter.

Mr Presson for the Finance Committee asked permission to consult an attorney in the matter of the claim of P D Silver.

On motion the Finance Committee were given power to consult an attorney in the matter.

Amendments to be printed.

Mr Nelson moved that the amendments to the Constitution proposed at the Quarterly meeting in June be printed in the next issue of the Library Bulletin and a copy mailed to each member of the Institute

The motion was carried.

Neal wants Pavilion to produce revenue

Mr Neal stated that he thought the Management Committee should devise some means whereby the Pavilion could be rented [illegible] or whereby the Institute could make use of the Pavilion by giving entertainments or some other method whereby the revenue therefrom could be increased.

Ad. for lease of Pavilion.

On motion the matter was referred to the Management Committee to report back.

Mr Nelson for the committee appointed to investigate as to methods for increasing the revenue from the different properties of the Institute stated that an advertisement in one of the newspapers for a month advertising the Pavilion property to lease for a term of years would cost $10.50

Mr Nelson moved that an advertisement be

Nov 21/99.

inserted in one of the newspapers for thirty days asking offers for the lease of the Pavilion property for a term of years.

Mr J Healy moved that the advertisement include all of the property of the Institute.

No second to the motion.

The motion of Mr Nelson was carried.

The meeting then adjourned.

Jos McCumming
Secretary

E P Heard
Recording Secretary

Secretary's Report for month of October. Sax. 173.

San Francisco, Nov. 21st, 1899.

To the President and Board of Trustees,

Gentlemen:-

I present herewith cash statement for month of October 1899

October 1st, 1899, Cash on hand, ... $8,217.28

RECEIPTS

Dues,		$1,382.00	
Entrance Fees,		54.00	
Books paid, Fines & Extras,		95.25	
Classes,		8.00	
Folsom St. Lot Rents,		412.25	
Mutual Savings Bank,		325.00	
Expense,		2.50	
Donations,		21.15	
Library Bulletin Ads.		9.20	
Pavilion-			
Hayes St.	370.00		
Rents,	300.00		
Gas,	14.60		
Mantels,	3.00		
Lighting	2.00	689.60	
21st Industrial Exposition Receipts,		5,461.26	
			8,496.21
			$16,704.19

EXPENDITURES,

Books,		248.45	
" Lick Fund,		117.42	
Binding,		226.38	
Expense,		27.87	
Interest,		32.82	
Printing & Stationery,		35.41	
Music,		2.25	
Periodicals,		43.05	
Pavilion			
Insurance,	129.50		
Repairs,	86.50	216.00	
Folsom St.			
Interest,	500.00		
Taxes,	40.00		
Damages,	90.00		
Doctor,	10.00	640.00	
21st Industrial Exposition,		2,325.27	
			11,524.93
Nov. 1st, 1899, Cash on hand,			$5,179.26
			$ 16,704.19

Respectfully submitted-

Jos McCumming
Secretary.

Dec 5/99.

San Francisco, Dec. 5, 1899

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building to-night at 7-30 o'clock - present Trustees - Healy, Kendrick, Heal, Presson, Fraser, Tuckner, Wallis, Wilson, Mr President - (9)

Absent - Trustees - Heald, Grunt, McLaren, Plum. (4)

The minutes of the previous meeting were read and approved.

Messrs. Grunt, Heald and McLaren entered -

Mr Presson for the Finance Committee presented the following report:-

San Francisco Dec 5/99

To the President and Board of Trustees -

Gentlemen

Your Committee reports -

Cash on hand $2,331.37

$7,000.00 of the amount authorized has been borrowed leaving $3,000.00 more to be borrowed -

The present bills as follows -

Fair -	$385.61
Institute	4467.70
	$4,853.31

and recommend that they be paid -

Respectfully submitted -

Finance Com. E. P. Presson
E. G. Healy
Geo. H. Wallis

1-	John H. Boden & Co.	✓	18	60
2	R. J. Green,	✓	23	05
3	Fancher Creek Nursery,	✓	22	00
4	John F. English,	✓	2	34
5	Bolton & Strong	✓	2	00
6	Rathjen Bros.	✓	79	99
7-	L. E. Clawson & Co.	✓	6	50
8-	Phoenix Brewing Co.	✓	10	50
9-	Chas. Eggers & Co.	✓	9	75
10	J. Spaulding & Co.	✓	6	25
11	Wyckoff, Seamans & Benedict,	✓	9	00
12	S.F.Gas & Electric Co.	✓	6	60
13-	A. Riefs,	✓	100	00
14-	C.F.Hagman,	✓	16	00
15	St. Nicholas Pharmacy,	✓	1	00
16	Guadaloupe Dairy	✓	14	00
17	G.L.Fitch, M.D.	✓	19	30
18	R.Ferle,	✓	2	40
19	S.I.Harrison, M.D.	✓	32	50
20-	Hale Bros.	✓	3	75
			385	61

Dec 5/99

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1-	Pay Roll,			
	P.J.Tossart,	150.00	✓	
	F.B.Graves,	110.00	✓	
	J.M.Wood,	90.00	✓	
	R.D.Colquhoun,	85.00	✓	
	W.H.Woolcock,	45.00	✓	
	P.J.Schlobach,	50.00	✓	
	Miss G.Huntington,	40.00	✓	
	F. J. Gilman,	30.00	✓	
	C.Bedrer,	15.00	✓	
	F. E. Harris,	8.00	✓	
	Chas. Parry,	50.00	✓	
	L.P.Latimer,	40.00	✓	
	C. A. Behrnd,	30.00	✓	
	Jos.M.Cumming,	30.00	✓	
	A. Ahern,	150.00	✓	
	J. A. Jackson,	45.00	✓	1,053 00
2-	A. L. Campbell,		✓	2,000 00
4-	John Tuttle,		✓	720 50
5-	John Middleton,		✓	23 27
6	Nathan, Dohrmann & Co.		✓	12 50
7-	G. Orsi,		✓	3 50
8-	Robinson & Gillespie,		✓	10 35
9-	Henry Ernst,		✓	3 50
10-	Fishbeck & Gloetz,		✓	2 00
11-	Lake & Co.		✓	3 50
12-	L. Count Bros.		✓	13 00
13	C. F. Marwedel		✓	1 00
14	Chas. C. Cohen		✓	5 00
15	Library Bureau		✓	3 80
16	Yawman & Erbe Mfg. Co.		✓	38
				2806 80
45-	H. H. Bowker,		✓	3 50
49-	Mining & Scientific Press,		✓	3 50
50-	Pacific Rural Press,		✓	3 50
51-	Land of Sunshine Pub.Co.		✓	6 90
52-	Examiner,		✓	11 70
53-	Guide,		✓	1 50
54-	Abend Post,		✓	1 25
55-	Chronicle		✓	13 65
56-	Thos. Day Co.		✓	6 30
				4467 70

	Brought Forward,		3865 70
17-	Dunham, Carrigan & Hayden Co.	✓	10 43
18-	Upton Bros.	✓	37 75
19-	Red Seal Printing & Pub.Co.	✓	8 00
20-	Jos. Winterburn Co.	✓	4 00
21-	Valleau & Petersen,	✓	2 00
22-	A.Zellerbach & Sons,	✓	14 75
23-	H. S. Crocker Co.	✓	3 25
24-	Jno. R. Carr,	✓	1 00
25-	J. B. McIntyre,	✓	8 00
26-	Commercial Pub.Co.	✓	8 75
27-	G. R. Stechert,	✓	23 45
28-	John H. Boden & Co.	✓	14 50
29-	J. Tauzy & Co.	✓	6 10
30-	Burrows Bros. Co.	✓	49 00
31-	D. Appleton & Co.	✓	5 40
32-	American Tract Soc.	✓	8 40
33-	Chas. P. Everitt,	✓	1 50
34-	Lemcke & Buechner,	✓	13 45
35-	Oscar T. Shuck,	✓	1 00
36-	Johns Hopkins Press	✓	2 50
37-	Punnet Bros.	✓	4 40
38-	H. V. & H. W. Poor,	✓	16 00
39-	Oakland Modern Directory Co.	✓	5 00
40-	Henry G. Allen & Co. (3)	✓	8 00
41-	Emporium & Golden Rule Bazar,	✓	18 58
42-	Elder & Shepard,	✓	59 01
43-	Boston Book Co.	✓	6 89
44-	Helman Taylor Co.	✓	5 00
45-	A. J. Crawford,	✓	2 48
46-	A. M. Robertson,	✓	174 09
47-	Payot, Upham & Co.	✓	87 04
			4415 66

Schlobach on Pay Roll,

Some discussion ensued on the question as to how Mr Schlobach who was on the pay roll as assistant in the Library had been appointed, and the bills were ordered paid by the following vote: ayes - Grunt, Heald, Kendrick, McLaren, Presson, Fraser, Tuckner, Wallis, Wilson, Mr President (10)

Mr Healy and Mr Neal voting aye on all bills except the item on the pay roll vouchers of $56.00 to Mr Schlobach on which they each voted no.

Silver Lawsuit.

Mr Presson then presented the bill of Hitt Jedd Company for $194.29 for binding which had not been passed by the Library Committee.

On motion the bill was referred back to the Library Committee.

Mr Presson then stated that A. D. Silver had commenced suit against the Institute, and that the Finance Committee had consulted Hon. McEnerney in the matter.

For the Lectures & Classes Committee, Mr Wilson reported having visited the Class in Mechanical Drawing, and having found it in good condition.

The Employes Committee presented the following report:

(Sec'y. 182)

Dec 5/99.

Action on Employees Com. report.

The Board proceeded to vote on the recommendations in the report - the first item being on the appointment of Miss Huntington as Assistant in charge of the second floor of the Library.

Messrs. Presson and Heald were appointed tellers.

Miss Huntington appointed.

They reported 11 votes for Miss Huntington and 1 vote blanks, and the Chair declared her duly elected -

Wood made Asst. Lib.

In relation to the appointment of J H Wood as assistant Librarian, the Secretary cast the ballot, the same tellers being appointed, and on their report that one vote had been cast for J H Wood he was declared elected -

The report of the Committee was then adopted -

The Management Committee presented the following report which was adopted -

San Francisco, Dec. 5, 1899.

To the Board of Trustees

Gentlemen:-

Medals.

Your Management Committee recommends that the two gold medals ordered last meeting be limited to cost $25. each.

Hyams & Neal's plan.

In regard to the proposition advanced by Mr Neal that the Institute devise some means of getting up entertainments to keep the Pavilion rented, your Committee thinks that such action would be imprudent

Respectfully submitted -

J P Fraser -
Geo H Wallis
P J Healy

Management Committee

Ticket reports.

The Ticket Committee presented a report of the sales of tickets at the recent Fair which was received and filed.

Wilson presents report on Revenues.

For the special committee on the advancement of the revenues of the Institute's properties Mr Wilson presented a report.

Mr Wilson moved that the report be received and approved, and submitted for approval of the members at the next Quarterly meeting.

The motion was lost.

Ad. leasing Pav. Contd.

Mr Wilson moved that the advertisement offering the Pavilion for lease

Dec 5/99.

be continued in one paper for one month.

The motion was carried.

Wilson's report typewritten.

On motion it was ordered that a typewritten copy of the report just rendered by Mr Wilson be sent each member of the Board.

The Librarian presented his report for the month of November.

The report was received, and the following

New members.

names mentioned as having joined the Institute were on motion approved.

T. M. Sharkey -	Miss A. M. Keir -	Miss E. Locke
Wm. R. Berry -	Miss R. V. Hymans -	Leo A. Davis -
John Driver -	Mrs. M. S. Keeler -	Lloyd Osborne
W. P. Moir -	H. Runtoff	L. B. Hawley
A. J. De Guerre -	John McGrath -	M. Shurey

The Librarian presented his report for the quarter ending November 30th 1899 which was received and ordered read at the Quarterly meeting.

The Librarian presented the following report

Librarian wants Branch Libraries.

San Francisco, Dec. 5, 1899.

To the President and Board of Trustees,

Gentlemen:-

The Librarian requests the authorization of your Honorable Board to establish a branch of the Mechanics' Institute in the town of Los Banos, Merced Co., subject to the following suggested conditions:

1st- That the branch may be organized with 20 members.

2nd: That books be sent to the branch by freight or express, 4 vols. being allowed to each member, and each shipment renewable once a month, expenses of shipment to be paid by the members of the branch.

3rd: That some responsible person, satisfactory to your Board be appointed custodian of the Branch Library, to serve without direct compensation.

The Librarian requests also that he be authorized to establish similar branches wherever possible.

And further that for the expenses of organization he be authorized to contract a contingent liability, not to exceed the amount of the entrance fee of $1.00 for each member of these branches.

The contingent expenditures here suggested looks to the necessity either of sending some individual to the place where the proposed branch is to be situated or for securing the co-operation of some person or persons already residing there.

Other than this deduction the preliminary expense for the undertaking would be very small, consisting merely of the cost for suitable boxes and some printing.

After careful consideration extending over a year's time, your Librarian is of the opinion that by well planned effort such branches could be instituted at many points throughout the State, in towns which have no public library, and in connection with Womens Clubs, thus bringing to the Institute a desirable increase in membership.

Respectfully submitted-

Frederick J. Biggs

Librarian.

Dec 5/99.

Mr Neal moved that the matter be referred to the Library committee.

Mr Wilson moved to amend that it be referred to a special committee of three.

No record to the motion.

Mr Neals motion was carried.

The Secretary presented his report for the month of November which was received and ordered spread on the minutes.

Secty.

San Francisco, Dec. 5th, 1899.

Board of Trustees,

Gentlemen:-

I present herewith financial statement for month of Nov 1899

Nov. 1st, 1899, Cash on hand, 5,179.26

RECEIPTS

Dues,		303.50	
Entrance Fees,		50.00	
Books, Pd. Fines & Extras,		115.65	
Library Bulletin,		12.45	
Classes,		1.00	
Mutual Savings Bank,		325.00	
Folsom St. Lot, Rents,		145.40	
Expense, Sale packing cases,		.50	
Bills Payable, 1st National Bank,		7,000.00	
Pavilion,			
Rents,	275.00		
Hayes St. Rents,	245.50		
Gas,	36.70		
Mantels,	13.10		
Lighting,	2.00		
Cleaning,	8.00		
License,	10.00	640.30	
31st Industrial Exposition,		291.40	9,390.20
			$14,569.46

EXPENDITURES

Books,		7.26	
Classes,		60.00	
Expense,		95.68	
Furniture,		180.00	
Library Bulletin,		35.25	
Lighting,		312.10	
Printing & Stationery,		27.00	
Salaries, Library, Institute		725.00	
Taxes,		1,030.96	
Water,		73.40	
Pavilion			
Salary,	90.00		
Labor,	51.50		
Taxes,	1,803.62		
Gas,	191.10		
Water,	6.80		
" Hayes St.	28.70		
Repairs & Impts.	639.95		
" Hayes St.	47.45		
Garbage Removal,	88.45		
License,	21.00	2,968.57	
Folsom St.			
Permanent Improvements,		1,310.68	
Wages,		90.00	
Taxes,		406.69	
Water,		14.85	
Interest,		500.00	
Sundry,		40.80	2,863.02
31st Industrial Exposition,			4,935.53 12,471.29
Dec. 1st, 1899, Cash on hand,			1,098.17
			$14,569.46

E M Cummins Secy.

Dec 5/99.

The Secretary presented his report for the quarter ending Nov. 30th which was received and ordered read at the Quarterly meting.

Hendy re McQueen.

Ex Trustee S J Hendy who was present then addressed the meeting on behalf of A McQueen plaintiff in law suit against the Institute for damages which has finally been settled in favor of the Institute

Mr Hendy made an appeal for Mr McQueen requesting the Institute to pay him $350. or any other sum which they thought they could pay.

Mr Healy moved that the Institute pay to Mr McQueen $350.00

Mr Grunt seconded the motion.

Mr Neal moved that the matter be laid over until the next meeting.

The motion was carried.

Wilkie wants to sell seats.

A letter was read from the Park Commissioners of Golden Gate Park thanking the Board for donation of Indian curios.

A letter was read from Andrew Wolfe offering to sell some of the seats erected by him on the 16th & Folsom Sts. grounds.

The matter was referred to the Folsom St Lot Committee.

Morton's bill.

A letter was read from J D Morton asking for payment of a bill for putting sand on the Folsom St. grounds.

The letter was referred to the Folsom St Lot Committee.

Price of Chess Medal.

In the matter of the Chess Medal, the Secretary stated that last year Mr Stott had been given the work of making same - the cost being $10.00, but Mr Stott stated that he could not make the same this year for less than $12.00

On motion the Secretary was instructed to inform Mr Stott that the Institute would not pay over $10.00 for the medal.

Healy calls attention to membership

Mr Healy for the Library Committee drew attention to the fact that the membership of the Institute was less than a year ago and notwithstanding this fact the Institute was purchasing more books.

Exc. Session.

The meeting then went into executive session.

Present Grunt and Healy with Mr

Dec 8/99.

Neal explains Folsom St Lease.

Mr Neal stated that he had a party ready to make a proposition to take the 16th & Folsom Sts. grounds for baseball for the coming season.

Mr Neal explained the matter of the proposition at length and the matter was referred to the Folsom St Lot committee to report at the next meeting.

Congress and expenses of Filipinos.

The President spoke of the advisability of submitting a Bill to Congress asking for reimbursement for amount expended in caring for the Filipinos while awaiting deportation.

On motion it was ordered that such a Bill be sent.

The meeting then adjourned.

J. M. Hammang
Secretary

E. P. Read
Recording Secretary

Employees.

Employees Committee Report. (Dec 1, 1899)
San Francisco Dec 5th 1899.

To The President and Board of Trustees
Gentlemen:- Your Employees Committee recommends:-

Wood for asst.

1st That the position of assistant Librarian left vacant by the resignation of F. B. Graves be filled by the appointment of H. Wood at a salary of $100 a month.

Raises for Colquhoun & Woolcock

2nd That the salary of R. D. Colquhoun and C. Woolcock be increased $5 a month.

Miss Huntington

3rd. That Miss S. Huntington be appointed assistant in charge of the second floor of the Library at a salary of $75 a month.

These recommendations to go into effect Jan 1st 1900

Respectfully Submitted
A. L. Tickner
Horace Wilson
Geo R. Pressor. Employees Committee

Dec 9/99.

Quarterly.

Qr meeting.

San Francisco Dec. 9. 1899.

Regular Quarterly meeting of the members of the Mechanics' Institute called to order in the Mechanics' Institute Library to-night at 8 P. M.

President Ernest A. Dunicke presiding and a constitutional quorum being present.

The minutes of the Quarterly meeting of June 10th last were read and on motion approved.

The following reports of the Librarian were received and ordered spread on the minutes.

Librarian

Librarian's Report - Quarter ending Aug. 31/99
San Francisco Sept 5/99

To the President and Board of Trustees -
Gentlemen:-

I present herewith for your consideration a report of Library work for the quarter ending August 31st 99 -

Receipts -

New Members -	#229.
Quarterly Dues	5,116.50
Books paid for (17)	15.95
Fines (943)	154.25
Extra Books (1501)	150.10
Evening Classes	3.00
Sundries -	
Advertising	41.20
Subscription to M. J. Bulletin	.25
Mantle & Chimney	.30
Total Receipts -	#5,710.55
" Deposits -	5,710.55

Membership -

229 subscribing members have been added to the list - and 107 have withdrawn leaving now on the books #1213 members.

Accessions -

The accessions for the quarter number 924 bound volumes, of which 610 were acquired by purchase. 90 were presented and 224 by binding.

There were 288 pamphlets presented and 1 purchased. 4 pieces of music were purchased

Circulation

43,794 volumes were issued for home use a daily average of 568.

The largest issue in 1 day was 900 and the smallest 230 volumes.

Librarian (cont'd)

Dec 9/99. Quarterly.

In addition 166 pieces of music were circulated-

Binding -

There were 234 new volumes bound and 324 volumes rebound.

The Library was open 77 days.

Respectfully submitted
Frederick J Teggart
Librarian -

Librarian's Report - Quarter ending Nov. 30/99 -
San Francisco Dec. 5/99

To the President and Board of Trustees-
Gentlemen-

I herewith present a report of Library business for the quarter ending Nov. 30, 1899.

Receipts-

New Members -	230 -	
Quarterly Dues	4.937.00	
Books paid for (103)	30.60	
Fines (726)	123.35 -	
Extras (1579)	157.90	
Evening Classes	44.00	
Advertising (Bulletin)	32.90	
Subscriptions to -	.25	
Sundries	4.00	5,560.00
Total Deposits		5,560.00

Membership

230 subscribing members have joined the Institute, and 132 have withdrawn, leaving now on the list 4.221 members.

Books

There were added to the Library 1.320 volumes classified as follows:

Bibliography	33	Periodicals	29
Philosophy	13	Theology	12
Sociology	104	Philology	0
Natural Science	101	Useful Arts -	235
Fine Arts -	87	Poetry & Drama -	21
Fiction & Juvenile -	446 -	Literature & Essays -	57
Travel & Description	90	Biography	38
History	64		

Librarian (cont'd)

Quarterly. Dec 9/99.

There were assigned to Reference Department 399,
Circulation 921.

They were acquired by purchase - 1,121. Gift 82
Binding 117.

In addition 71 pamphlets were presented - and 3 purchased - 1 map purchased - making total accessions - 1,395

Binding -

117 books were bound - and 261 volumes rebound.

Circulation

There were given out for home use 37,406 volumes a daily average of 492 -

In addition 151 pieces of music were issued making total circulation of 37,557 -

The Library was open 76 days -

Respectfully submitted
Frederick J Teggart
Librarian

Secty.

The following reports of the Secretary were received and ordered spread on the minutes. - (Secretary's Report - Quarter ending Aug. 31/99
San Francisco, Sept 1/99 -

Board of Trustees -
Mechanics Institute
Gentlemen -

I present herewith financial statement for the Quarter ending August 31st 1899 -

June 1st/99 - Cash on hand			$2.080.55 -
Receipts -			
Dues		5.116.50	
Entrance Fees -		234.00	
Books -		315.30	
Bills Payable -		3500.00	
Mutual Sav. Bk -		945.00	
Folsom St L of A		246.35 -	
Library Bulletin		41.45 -	
Lighting		.30	
Classes		3.00	
Donations		123.80	
Pavilion			
Rents	775 -		
Wages St -	945.90		
Lighting	148.10		
Damages	20.70		
Gas Co -	12.00		
Sundries -	14.00	1916.70	
31st Aug. Bal.		4137.53	46.600.95
			48.681.50

Dec 9/99. Quarterly.

Secty. (6mth)

Expenditures

Books	830.50	
" Lect. Fund	9.13	
Binding	356.01	
Classes	120 —	
" Refund	1 50	
Printing & Stationery	232.12	
Expense	153.66	
Interest	56.75	
Fuel	32.06	
Insurance	432.80	
Lighting	159.08	
Library Bulletin	39. —	
Periodicals	77.45	
Repairs	87.25	
Water	36.15	
Salaries - Institute	586 —	
" Library	2233.15	
31st Ind. Exposition	9,136.44	14.578.05
Folsom St Lot -		
Wages	160 —	
Interest -	1.000. —	
Water	8.95	
Improvements	158.84	
Sundries	3.75	1.331.54

Pavilion

Salaries —	270 —	
Labor -	102 75	
Insurance -	129.50	
Gas. etc -	98.04	
Repairs & Impts -	421.96	
Water	24.25	
" Hayes St -	13.60	
War Tax -	10. —	
Sundries -	52	1.122.10
		17.031.69
Sept. 1st, 1899 - Cash on hand		1658.81
		18.690.50

Respectfully submitted -
Jos M Cumming
Secy. -

Dec 9/99. Quarterly.

Secty. (6mth)

Secretary's Report - Quarter ending Nov. 30/99

San Francisco Dec. 5/99 -

To the Board of Trustees -

Gentlemen: -

I present herewith financial statement for quarter ending Nov. 30. 1899.

Sept. 1st, 1899 - Cash on hand - 1.658.81

Receipts

Dues -	4,937.00	
Entrance Fees -	230.00	
Books - Fines Pd. Extras -	311. 85	
Library Bulletin	33. 15	
Classes	44.00	
Mutual Savings Bank	975.00	
Folsom St -	566.40	
Donation	21. 15	
Expense -	4.00	
Bills Payable	7,000. —	
31st Ind. Exp.	27.313.64	
Pavilion		
Rent - 5 75 -		
Hayes St. 1067.90		
Gas 121.40		
Sale of old stuff 40. —		
Sundry - 18 —	1.822.30	43.258.49
		44.917.30

Expenditures -

Bills Payable -	3.000.00
Books -	610.81
" Lect Fund	136.75
Binding	309.24
Classes	120. —
Expense	350.20
Furniture	180. —
Interest	95.16
Library Bulletin	138. —
Lighting	318.40
Music	13.46
Periodicals	55.45
Printing & Stationery	180.04
Repairs	191,50
Salaries - Library	2.262.50
" Institute	157.50
Taxes -	1030.98
Water -	73.40

Dec 9/99. Quarterly.

Secty. (Cont'd)

Pavilion

Salaries -	90.00	
Labor -	51.50	
Taxes -	1803.62	
Insurance -	129.50	
Repairs & Impts.	726.45	
Gas -	191.10	
Water	6.80	
" Hayes St -	28.70	
Repairs " -	47.45	
Removing Garbage -	83.45	
Sundry -	21 —	3184.57

Folsom St.

Interest -	2,000.00	
Improvements -	1,837.18	
Wages	130. -	
Damages -	100. -	
Taxes -	406.69	
Water	14.85	
Sundry -	40.80	4.529.52
31st Ind. Exp.		26.881.65 43,319.13
Dec. 1st/99 Cash on hand -		1098.17
		$ 44.917.30

Respectfully submitted
Jos McCumming
Secretary

Pres. reports

The President stated that former Trustee J H Culver had died.

That Mr. F.B. Graves, assistant librarian, had resigned, and J H Wood had been appointed to fill the vacancy.

That the accounts of the recent Fair had not been fully settled, but that the Fair would result in a loss of about $1,600.00

That the Folsom St. grounds had been improved for athletic purposes at an expense of $5. 400.00 - and that they had been leased to the College Football teams for two seasons for $1,150.00 for each season.

That the Pavilion had been given a coat of whitewash for $850.00 -

That an advertisement was now in line of

Quarterly. Dec 9/99.

Pres. reports.

the papers soliciting offers for the lease of the Pavilion property for a term of years -

That a committee had been appointed from the Board of Trustees to report on how the revenue of the different properties of the Institute might be increased.

Action on Amendments.

Under the head of unfinished business the amendments offered at the Quarterly meeting, June 10th last - came up - the first one being the proposed amendment offered by H S Kenne to amend Section 1 of Article 16 of the Constitution -

Mr Saulman moved that the matter be indefinitely postponed.

The Chair decided that the motion was not debatable -

appeal

Mr L F Compton took an appeal from the decision of the Chair.

A division being taken on the vote on appeal, the Chair appointed M a Clark and J M Cumming tellers.

The teller reported 23 votes sustaining the Chair, and 25 votes opposing.

The Chair was not sustained -

Mr Cubery then moved that the motion to indefinitely postpone be laid on the table.

On a division being called for, the Chair appointed H M Cubery and J M Cumming tellers.

The tellers reported 28 ayes and 22 noes whereon the Chair voted in the affirmative - and the motion to indefinitely postpone was laid on the table.

A motion by Mr Ma Clark for the previous question was carried.

Amendment Lost.

The motion to adopt Mr Kenne's motion was then lost.

The amendment proposed at the Quarterly meeting June 10th last, by Dr E S Clark to amend Article 7. Section 1 of was then considered.

Mr J C Saulman then moved that the matter be indefinitely postponed

Amendment Indef. postponed.

A motion by Chas. D amont for the previous question was carried. Mr Saulmans motion to indefinitely postpone was carried.

Insertion of Mr [illegible] amendment offered by P J Healy at the June Quarterly meeting to amend Section 2 of Article 8 of the Constitution was then considered

Amendment lost.

Mr M A Clark moved the previous question which was carried.

The motion to adopt Mr Healys amendment was lost.

Under the head of new business- Mr C F Compton presented the following amendment -

New amendment

San Francisco, Dec. 9/99

To the Members of the Mechanics Institute

I move to amend Sections 4 and 5 of Article IX of the Constitution by striking out the entire sections and by substituting in their place and stead the following - to be known as Sections 4 and 5 respectively -

Section 4 - Nominations for the Office of Trustee shall be made at the Quarterly meeting of the members of the Mechanics' Institute to be held during the month of December of each and every year, or at any subsequent meeting duly called and held at least thirty days prior to the annual election. Any member in good standing may nominate any member for the office of Trustee of the Institute, provided that each and every candidate so nominated shall file with the Secretary of the Institute at least twenty days prior to the day of election an acceptance of his candidacy - otherwise such nominations shall be void and of no effect - and, provided further, that this shall not preclude any additional nominations by petition, filed with the Secretary of the Institute at least twenty days prior to the day of election, and said petition shall be indorsed by twenty-five members of the Institute entitled to vote at the ~~coming~~ ensuing election and who shall indorse no other candidate's nomination.

Section 5 - Ballots shall be provided by the Secretary of the Institute, and these ballots shall be uniform in size, color and weight of paper, and shall have no mark, printed character or design whatever on the back. On the face of the ballot shall be printed the date of the election, the number of Trustees to be voted for - and the names of the candidates with address and occupation, and each name shall be arranged alphabetically on said ballot.

New amendments.

Each member entitled to vote shall have the right to vote for as many candidates as there are Trustees to be elected - and if there be more names on the ticket than the number of Trustees to be elected, he shall indicate the candidates he intends voting for by marking their names with a cross in the left hand margin of the ballot - and in no other way.

All ballots with more marked names than the number of Trustees to be elected shall be rejected and not counted nor regarded other than as blank ballots -

In counting votes for Trustees the names marked as required upon all ballots properly cast shall be counted and credited upon the tally sheet - and the candidates receiving the highest number of votes shall be declared elected -

The Judges of Election shall immediately file their report to the Board of Trustees with the Secretary. The poll list, tally sheet - and ballots shall be placed in charge of the Secretary and held by him subject to the order of the Board of Trustees -

The ballots, after being securely sealed, shall remain in the custody of the Secretary for the term of six months from the day of election, and shall never be opened except in case of a contest for the office of Trustee - At the expiration of the said six months they shall be destroyed. The poll list and tally sheet shall be opened to the inspection of any defeated candidate or any member of the Institute under such reasonable regulations as the Board of Trustees may by a majority vote of its members determine.

Respectfully submitted
C F Compton

New Amendments.

Mr P J Healy presented the following amendments:

San Francisco Dec. 9/99

To the Members of the Mechanics Institute

I hereby move to amend subdivision (a) Section 4 of Article 9 of the Constitution by striking out the words "as their first choice" occurring in the first section of said subdivision and

the words "at the ensuing election for such nominees".

P J Healy.

New Amendment.

San Francisco Dec 9/99

To the Members of the Mechanics Institute

I hereby move to amend subdivision 1 of Section 4 of Article 9 of the Constitution by inserting after the first sentence of said subdivision ending with the words "for trustee" and before the second sentence commencing with the word thereupon the following sentence

A candidate for Trustee who has been elected and has served a term as Trustee if desirous of serving again shall not require any petition to make his candidacy legal

P J Healy

New Amendment.

San Francisco Dec. 9/99

To the Members of the Mechanics Institute

I hereby move to amend Section 1 of Article 7 of the Constitution by adding to the end there of the following:

No trustee shall be eligible to any salaried position provided for by the Constitution or By-Laws until after the term for which he was elected shall have expired

P J Healy

Mr A T Holmes presented the following amendments:

San Francisco. Dec. 9/99

New Amendment. I hereby offer the following amendment to Article VIII Section 3 of the Constitution, so that it shall read as follows

Section 3. The annual dues for membership shall be Twelve Dollars, payable Quarterly Three Dollars in advance

Offered by A T Holmes

Amendments to be published

Mr Compton moved that all of the amendments presented be printed in the Library Bulletin and a copy mailed every member of the Institute five days before the annual meeting.

The motion was carried.

Mr Compton called the attention of the Board to the poor lights in the Reading Room on the third floor and to their unnecessary height and to several other matters.

An objection was made by Mr Saulman to the present distribution of the Reference Books.

A request was made by Mr Smith to have a dictionary placed in the Chess Room.

Nominations for Trustees.

Under the head of nominations for Trustees to be voted for at the next Annual meeting. Mr Compton nominated all of the members of the Institute

He nominated in particular Mr Richard Valentine -

Mr Neal nominated Geo D. Clark

Mr Nelson nominated L L Irving, Sheldon G Kellogg, A F Morrison, E R Swain

Mr L A Boynton nominated H L Tuckner

Mr Geo N Brewer nominated Geo Brunton

Mr Alfred Cudge nominated P J Healy -

The meeting then adjourned

Wm Cumming Secretary

E J Deal Recording Secretary.

Dec 19/99.

San Francisco. Dec. 19. 1899.

Regular meeting of the Board of Trustees of the Mechanics' Institute, called to order in the Mechanics Institute Library Building tonight at 7-30 o'clock, present Trustees Heald, Neal, Healy, McLaren, Presson, Fraser, Tuckner, Wallis Mr. President (9) absent— trustees Brunt Kendrick, Plum, Wilson (4)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report; —

San Francisco Dec. 19. 1899

To the Board of Trustees -

Gentlemen -

Your Finance Committee would report Cash on hand #2.846.36

Its present bills as follows:

Institute Bills -	#937.75
Fair Bills -	891.70
	#1.829.45

and recommend that they be paid -

Respectfully submitted -

Finance Committee { G P Presson - E P Heald Geo H Wallis

MECHANICS' INSTITUTE.

Bills Audited by Board of Trustees.

San Francisco, Dec. 19th, 1899. 189

Fair Bills.			
1- Jos. M. Cumming,	✓	413	65
2 John Swett & Son,	✓	16	25
3- Gold Stock Teleg.Co.	✓	34	95
4- J.T.Boyd,	✓	9	75
5 A.Ruffs,	✓	100	00
6 Market St.R.R.Co.	✓	30	40
7- Shreve & Co.	✓	25	00
8- Neville & Co.	✓	63	75
9- Helvetia Swiss Fire Ins.Co.	✓	62	15
10 Baloise Fire Ins.Co.	✓	23	30
11- Ayers & Co.	✓	15	00
12- Milwaukee Mechanics Ins.Co.	✓	17	85
13- Lancashire Ins.Co.	✓	18	15
14 Hamilton Evening Sch	✓	20	00
15- Dr.C.L.Fitch,	✓	12	50
16 Imperial Ins.Co.Ltd.	✓	20	
		891	70

Institute Bills.			
1- Jos.M.Cumming,	✓	125	80
2- F.J.Teggart,	✓	29	45
3- HicksJudd Co.	✓	124	99
4- J.W.Griffiths,	✓	17	00
5- Gus Faber,	✓	50	50
6- Univ.of Cal.	✓	500	00
7- A.N.Perley,	✓	5	00
8- S.F.News Co.	✓	45	61
9- Baker & Hamilton,	✓	15	00
10- Pay Roll,	✓	16	00
11- Evening Post	✓	8	40
		937	75

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Tin box for papers.

The report was received and the bills ordered paid by the following vote; ayes - Heald, Healy, Neal McLaren, Presson, Fraser, Tuckner, Wallis, Mr President (9) Noes - None.

Mr Presson for the Finance Committee recommended that a tin box be purchased in which the papers of the Institute in the possession of the President could be kept.

The recommendation was adopted.

The Library Committee reported that they had selected books to the value of #317.25 and on the Committee's recommendation the books were ordered purchased by the following vote; ayes - Heald, Healy, McLaren, Neal, Fraser, Tuckner, Wallis, Mr President (8) Declined to vote; Mr Presson (1)

Mr Wilson entered -

The Library Committee presented the following report, which was adopted.

Book exchange.

San Francisco Dec. 19. 1899

To the Board of Trustees

Gentlemen; —

Your Library Committee recommends that the request of Mr Edward McGrath for an exchange of a set of "Maddens United Irishmen" with that in the copy in the Library be granted.

Respectfully submitted

E P J Healy

Library Com.

Branch Libraries

The Committee were given further time in the matter of reporting on the plan submitted by the Librarian for establishing branches of the Library

Mr Healy presented the following resolution which on motion of Mr Neal was referred to the Library Committee -

Healy wants reference room restored.

San Francisco, Dec. 19/99

To the Board of Trustees

Gentlemen: —

Whereas the main characteristic of the Library has been that of a reference library, and whereas our members became accustomed to the room known as the "reference" room and expected to find our works of reference in that room, and whereas this Board did at the suggestion of

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the Librarian and the request of your Boat Committee change the character of said reference room,

and whereas there is evidence that the present arrangement of the reference department is not satisfactory to the patrons of the Library- therefore be it resolved that we restore the Reference room to its former status and character as much as possible and as soon as it is reasonably convenient-

P J Healy-

The Pavilion Committee presented the following report; which was adopted.

San Francisco Dec. 19/99-

To the Board of Trustees-

Gentlemen:-

Pavilion Repairs, Hayes St.

Your Pavilion Committee reports as follows:-

The upstairs of building #24 Hayes St. which has been occupied for a long time by tenant Healy is in very bad condition the plaster being off the walls in a great many places so that the wind blows in especially at night.

We recommend that the walls of the rooms in the second and third floors of this building be fixed by putting in the necessary plaster and paper, and that the hall be also papered, and a window cut in the kitchen and the kitchen painted.

The back yard leading out from the second story is insecure, and we recommend that the same be properly strengthened.

We recommend that the stores at No. 24 Hayes St and upstairs of 18 Hayes St. both of which are vacant be papered as soon as tenant is secured.

Respectfully submitted -

Pavilion Committee - Chas M Plum, J P Fraser, G H Wallis

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Folsom St.

The Folsom St Lot Committee presented the following report:-

San Francisco Dec. 19/99

To the Board of Trustees-

Gentlemen:-

Morton bill rejected.

Your Folsom St Lot Committee reports as follows:-

1st- We recommend that the bill of J D. Morton for $5.00 for placing sand on the grounds be rejected-

Wilkie seats declined

2nd- That the proposition of Andrew Welkie to sell seats erected by him on the grounds for the football match be declined

Lease to McNeill.

Your Committee is in receipt of a proposition from D R McNeil to the effect that Mr McNeill take the grounds for two years, and pay to receive 25 per cent of the net profits, he to conduct baseball games.

The proposition has various other propositions which your Committee deem it unwise to accept and after conference with Mr McNeill have agreed on the following propositions, and recommend its acceptance to the Board.

That Mr McNeill be given a two years lease of the grounds, the lease not to interfere in any way with the University football teams, all of the rent being received from the University Football teams season next year to be paid to the Institute, the Institute to receive from Mr McNeill 10 per cent of the gross receipts from all sources, gate receipts - sale of privileges, advertising etc. when baseball is being played and from all other sources such as circus, etc., the Institute to receive 50 per cent of the gross receipts

Before the lease is signed Mr McNeill is to sign a quit claim of all structures now on the grounds.

Your Committee recommends that this proposition be accepted, and that an agreement to that effect be entered into with Mr McNeill.

Respectfully submitted

Folsom St Lot Committee - Geo H Wallis, Robt N Neal, John McLaren

Recommendations 1 and 2 were adopted - Messrs Plum and Kendrick voted.

The proposition in regard to renting the grounds was then discussed, and the following additions to the Committee's recommendations suggested -

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That the Institute have control of the gate receipts;

That the Trustees have free admission to the grounds.

That the lease be not assigned without the consent of the Institute:

That the 10 per cent be received as rent it being distinctly understood that it be not by way of partnership.

After considerable discussion on the matter, on motion of Mr McLaren it was ordered that the report be received and referred to the Finance Committee to see about a contract being drawn up.

Colleges to pay in Advance.

On motion the Secretary was instructed to notify Mr. Muma, Manager of the University of California Football team that he would be obliged to pay the rent for the use of the grounds on Christmas Day before possession of the grounds was turned over to him.

Mr Wilson for the Rectury Committee presented the following report:-

San Francisco Dec. 19/99

To the Board of Trustees-

Gentlemen:-

Classes

Your Committee have pleasure to report the Classes in good condition and doing commendable work with good attendance.

Lectures to com Jan 6th

Correspondence has been had with lecturers and it is recommended that the lecture season open January 6th, and continue weekly so long as found satisfactory and advisable.

Respectfully submitted-

Norris Wilson. Chairman

Committee on Lectures & Classes. H L Tiefner, Robt W Neal

Mr Wilson's motion that the Lectures season open January 6th was carried

New Members.

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

N L Manson	Jas Wood	E A Gallagher
J D Partz	F A Perrine	Mrs F E Mason
W B Pritchard	M Purdy	C H Ruebsam

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Dudley Fish	E N Hillberg	Dr A Regensberger
P W Treat	A A Blum	Miss L Helbing
D M Schoenfeld	Mrs F B Reese	Miss S N Drew
A Ayres	A A Libbe	Miss F Schwartz
M A Davis	Mrs A L Clarke	E. Mehlert
Miss A Dayton	R H Robinson	Mrs W L Gregg
J A Callender, M.D.	Mrs Louis Parrott	Miss A M Steele
Rev. E H Benson	Henry Hilp	E Emery
Mrs R B Marks	E F Goodyear	Miss E Berry
Scott Elder	Chas M Allen	P Greenwood
F N Doble	Mrs E F Biddle	Wood Jellison
P W Fairweather	Herbert L Smith	Thos P Graves
Frank D Colburn.		

Parry wants raise

A letter from Charles Parry requesting an increase in salary of $10. per month was read and referred to the Employees Committee.

Miss Ahern wants raise

A letter from A Ahern requesting an increase in salary was received and referred to the Employees Committee.

Liquid Air

A letter was read from McClure's Lecture Bureau asking if the Institute could arrange for a series of lectures by Professor Chas E Tripler including his experiments in Liquid Air.

The matter was referred to the Management Committee.

Nowega & Co.

A letter was read from Frank L Nowega in regard to renting the Pavilion for September 8/1900

The letter was referred to the Pavilion Committee

Bill in Congress for our relief. Rent included, affidavit

The President reported that a Bill had been sent to Congress in accordance with instructions given at the last meeting making a claim of $1462.08- and a letter was read from Honorable Julius Kahn, Member of Congress, stating that he had introduced the Bill, and suggesting that the President make a sworn statement of the amount

The President stated that in the amount of the claim was included a charge for rent, and on motion it was ordered that the President make the affidavit as requested by Mr Kahn, and include the charge for rent of the Building when occupied by the Filipinos.

Filipinos stranded.

A letter was read from Immigration Commissioner North including telegram from Seattle stating that a party of 8th Filipinos were stranded in that City

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McQueen paid $200.00

The matter of a payment to A. P. McQueen laid over from the last meeting was then brought up.

A motion by Mr Tiefner to postpone indefinitely was lost by the following vote: ayes: Kendrick, Neal, Presson, Tiefner (4) Noes – Heald, Healy, McLaren, Plum, Fraser, Wallis, Wilson, Mr President (5)

Mr Wallis moved that $200.- be given to Mr McQueen on his agreement that he should never make any further request from the Institute.

The motion was carried by the following vote: ayes – Heald, Healy, McLaren, Plum, Fraser, Wallis, Wilson, Mr President (5) Noes – Kendrick, Neal, Presson, Tiefner (4)

Chess medal ordered.

The Secretary stated that Mr Stott who had the die for the Chess medal stated that he could not make the medal for less than $12 – and on motion of Mr Kendrick the medal was ordered at that price.

Mr McLaren withdrew

Complaints from 4th meeting.

The matters complained of at the recent Quarterly meeting were then taken up.

The matter of lights in the Reading Room and the condition of the chairs in the Chess room were referred to the Buildings and Repairs Committee with power.

Mr Kendrick spoke of the poor light in the Chess Room and this matter was also referred to the Committee with power.

A Dictionary was ordered placed in the Chess Room.

New Checkers.

The matter of names on both sides of the periodical covers in the Reading Room was referred to the Librarian with power.

The Secretary stated that two new sets of Checkers were needed for the coming Checker Tournament.

The matter was referred to the Library Committee

Diplomas to Trustees.

The Secretary stated that Trustees Brunt and Wallis had been both awarded diplomas at the recent Fair, and requested instructions as to whether they were entitled to the same under Section 1 of Article 10 of the By-Laws. Mr Wilson moved that in the case of diplomas awarded to Trustees that said diplomas should not be regarded as [illegible] and that they have no [illegible] Motion carried.

Wm Lemmon Secretary

E. B. Heald Recording Secretary

Jan 2/1900.

San Francisco Jan. 2nd. 1900

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building this night at 7:30 P.M. Trustee Presson in the Chair. Present Trustees Healy McLaren, Neal, Plum, Presson, Fraser, Wallis Wilson (8) Absent – Trustees – Brunt, Heald, Kendrick, Tiefner, Mr President (5)

The minutes of the previous meeting were read and approved

The Finance Committee reported cash on hand $1,902.04, and presented bills amounting to $1,840.50, and recommended that they be paid. See List of Bills on p. 211.

The bills were ordered paid by the following vote: – ayes Mr McLaren, Neal, Plum, Presson Fraser, Wallis Wilson (7) Mr Healy voting ays for all bills except the two items in the pay roll for the salaries of P. J. Schlobach and Miss Huntington on which items Mr Healy voted no.

The President entered and took the Chair –

Lease to McNeill

The Finance Committee presented a copy of a lease of the Folsom St. Grounds to D. R. McNeill which had been drawn up, and after some discussion the lease was ordered amended into the following form and then ratified; and the President and Secretary authorized to sign the lease as ratified

MEMORANDUM OF AGREEMENT, made this 4th day of January 1900, between the MECHANICS' INSTITUTE, a corporation organized and existing under the laws of the State of California, party of the first part, and D. R. McNEILL of the City and County of San Francisco, State of California, party of the second part, WITNESSETH:-

THAT WHEREAS, the said party of the first part is the owner of certain grounds in the City and County of San Francisco, and certain grand-stands and structures thereon, and which said grounds are particularly described as follows, to wit:

All that part or portion of that certain block of land bounded on the North by Fifteenth Street, on the West by Folsom Street, on the South by Sixteenth Street, and on the East by Harrison Street, known as the "Mechanics' Institute Grounds," and being part of Mission Block 48.

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Folsom St Lease,

AND WHEREAS, the said party of the second part is desirous of obtaining the use of said grounds and the appurtenances for base-ball games and other entertainments for the period of Two (2) years, commencing on the 1st day of January 1900.

NOW, THEREFORE, in consideration of the mutual covenants and agreements of the parties hereto contained in this agreement the said party of the first part leases, lets and demises the above described premises unto the said party of the second part for the use of playing base-ball games or other entertainments thereon for the period of Two (2) years commencing on the 1st day of January 1900, for the payment as rent of Ten (10%) per cent of all gross gate receipts of all base-ball games or other entertainments conducted or managed by the said party of the second part directly or indirectly and from all sources connected therewith, such as bar privileges, sale of refreshments, programmes etc., and the further payment as rent of Fifty (50%) per cent of all gross receipts received by the said party of the second part from any circus entertainment, and from all fence advertising and bill posting, and from any other entertainment not run or conducted by the said party of the second part, or for which entertainment the said party of the second part sub-lets the said premises, and the said party of the second part covenants and agrees to pay the said party of the first part the said Ten (10%) per cent of all gross gate receipts upon all base-ball games and from all other entertainments conducted by the said party of the second part, and from all the aforesaid sources connected with such base-ball games and other entertainments, and the said party of the second part further covenants and agrees to pay said party of the first part the said Fifty (50%) per cent of all his gross receipts from circus entertainments and fence advertising and bill posting, and from any other entertainment not run or conducted by the said party of the second part, or for which entertainment the said party of the second part sub-lets the said premises.

The said party of the second part covenants and agrees to pay to said party of the first part the compensation as rent herein reserved for said premises in legal coin of the United States, immediately upon receipt by the said party of the second part of all gate or other receipts coming to him.

And it is hereby agreed that if any rent shall be due and unpaid, or if default shall be made in any of the covenants herein contained by the said party of the second part to be kept and performed, then it shall be lawful for the said party of the first part to re-enter upon the said premises and to remove all persons therefrom, the party of the second part hereby waiving all notice of the determination of the said term, and of demand for the possession of said premises, or payment of the rent due, and consenting that no notice shall be necessary of such determination of such tenancy and that no demand or notice for the payment of rent or for possession of the premises need be made to entitle the party of the first part to re-enter

Folsom St Lease,

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or commence legal proceedings to obtain restitution of the said premises upon any holding over and detention thereof by the party of the second part, or any person holding under him, after any default made in the payment of the rent reserved herein or after breach of any of the covenants and agreements or conditions hereto by the said party of the second part to be kept and performed.

And the said party of the second part does further covenant, promise and agree to and with the party of the first part that he will not xxx assign this lease or any portion of the term thereof without the consent in writing of the party of the first part first had and obtained.

It is further covenanted and agreed that said party of the first part shall be given all facility and access at any time to inspect the books of said party of the second part kept in connection with the use of said premises and to the ticket offices kept on said premises by the said party of the second part for the purpose of examining the said books and ticket offices to ascertain the gross receipts received by the said party of the second part for the use of said premises.

It is distinctly understood that said party of the first part is not a partner with said party of the second part in the use of said premises or in using the same for base-ball games or other entertainments of any kind.

It is further understood and agreed that the said party of the second part shall pay the wages of all ticket sellers and gate keepers employed upon the said premises during the operation of this lease and the said party of the second part further covenants and agrees to pay the wages of all other employees connected with said premises and employed thereon at any time and in any capacity during the operation of this lease commencing from the time when the said party of the first part shall have prepared the field for base-ball games each season and which time shall not be later than the 1st day of March in each year.

The said party of the second part does further covenant, promise and agree to and with the said party of the first part that he will pay for all water and light used in and about the premises during the operation of this lease save and except such water and light as may be used by the foot-ball games of the University of California or the Leland Stanford Jr., University under a certain lease made on the 20th day of September 1899, and which lease is hereby referred to for greater particularity, and the said party of the second part further covenants that neither he nor any person holding under him will use or suffer to be used the said premises or any part thereof for any unlawful, offensive or immoral purpose, or do anything or suffer anything to be done that may injure or endanger the safety of the demised premises or any part thereof or any neighboring property or any person.

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Folsom St. Lease.

And in the event that the said party of the second part is in default in the payment of any rent and shall sublet the said premises or any part thereof, then the said party of the first part may collect all moneys that may become due by any such tenant or subtenant of the said party of the second part and retain the same as security for the payment of any rent due or to become due under this lease.

And the said party of the second part does further covenant, promise and agree that he will at his own proper cost and charge keep the fence now surrounding said demised premises and all buildings and structures upon said premises in good condition and repair during the occupation of the said premises by the said party of the second part or by any person claiming under him, and the party of the second part waives all claim for repairs or otherwise against said party of the first part, and covenants and agrees at the expiration or termination of this lease to return the said premises and all structures and fences thereon in good order and condition, ordinary wear and tear and superhuman causes excepted.

And in all cases where the said party of the second part has expressly covenanted herein to make repairs, it is mutually understood and agreed that in the event of his failure so to do within a reasonable time after service of notice on him or his agent, then the said party of the first part may make such repairs and may charge and recover the costs thereof to and from the said party of the second part, but it is mutually agreed that the said party of the first part shall not in any event be liable or responsible for any damages or injuries sustained by any person or thing by reason of any accident occurring on said demised premises or by reason of any defect in the buildings, stands, fences or any part of the demised premises or any appurtenances thereto or by reason of any neglect to repair.

The party of the first part hereby agrees at its own cost to keep all stands and buildings which are the property of the party of the first part upon said premises insured against fire in a sum not less than Twenty-five hundred ($2500) Dollars, and covenants to rebuild any such stands or building in case the same be destroyed by fire to the extent of insurance money received, but no further.

The party of the first part covenants and agrees each year during the term hereof, and prior to the 1st day of March, at its own cost, to put the field on said demised premises into proper condition for playing base-ball thereon according to the following specification; there shall be a uniform fall of the ground from the present surface, commencing at a point opposite the Southeast corner of the old bleachers, terminating in a line with the sewer into Fifteenth Street, not interfering in any manner with the present grade of the foot-ball ground, and the depression on the foot-ball ground immediately opposite the old

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grand-stand shall be filled in with loam, bringing it up to conform to the present level of the present foot-ball ground, and provided further that if in accordance with the provisions of a certain lease hereinafter referred to, made by the party of the first part with the Foot-ball Managers of the Universities of California and Stanford, the grounds shall be by said party of the first part at some time after October 1st of each year, prepared for the playing of foot-ball, that then if the said party of the second part desires before the end of the foot-ball season of any year to use said grounds for the playing of a game or games of base-ball, the said party of the second part shall so prepare said grounds at his own expense and replace the same in condition for the playing of foot-ball at his own expense after each such game of base-ball, in the manner required by the hereinafter referred to lease with said Foot-ball Managers.

It is understood and agreed that if said party of the second part shall during the term of this lease, erect any stands or other structures or improvements upon the said premises, the same shall at the option of the party of the first part, remain the property of the said party of the first part, or the said party of the second part shall upon notice to him, remove the same within 30 days after termination of lease, at his own cost and replace the premises in their previous condition.

And said party of the second part covenants and agrees to use all possible diligence and effort to have games of base-ball played on said grounds and to secure other attractions for exhibition and performance thereon, and that he will not act in collusion with the managers, owners or lessees of any other parks or recreation grounds or otherwise, so as to keep said demised premises unused and closed, and any failure whatsoever of the said party of the second part to strictly comply with his covenants in this paragraph contained shall work an immediate forfeiture of this lease without recourse to said party of the second part.

It is understood and agreed that the Trustees and the Secretary of the party of the first part or any of them shall be admitted to said premises at all times free of any charge for admission and without let or hindrance by the party of the second part.

And it is mutually agreed that all grading and excavating done on the said premises during the said term by the said party of the second part, or by any person claiming under him is to be re-filled to the present level by the party of the second part, at the expiration of the said term, or any other determination of this lease.

And it is furthermore agreed that any filling in above the present level of the said demised premises, done by the said party of the second part, or any person claiming under him, in

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and upon the said premises, shall, at the option of the party of the first part, be left as so filled in and imure to the said party of the first part at the end of the said term or otherwise.

And the said party of the second part does further covenant, promise and agree to and with the said party of the first part that he, the said party of the second part, will pay in Gold Coin of the United States, all costs and charges (including reasonable Attorney and Counsel fees, to be taxed as costs, and to become due immediately upon filing complaint), incurred by the party of the first part in any action or proceeding instituted by the party of the first part against the party of the second part, his heirs and assigns, to obtain restitution of the said premises, or for rent in arrear, or for damages for breach of any of the covenants, agreements and conditions hereof; and that the same may be taxed as costs in any judgment that may be rendered for the plaintiff in any such action or proceeding.

It is distinctly understood and agreed that this lease is made subject to all of the terms, covenants and conditions of a certain other lease and contract made by the party of the first part, and I. J. Muma, Manager of the Foot-ball Team of the University of California, and F. L. Berry, Manager of the Foot-ball Team of the Leland Stanford Jr., University, and dated the 30th day of September 1899, and which lease and contract is hereby referred to for greater particularity in the premises, and it being further understood and agreed that if the said Foot-ball Teams do not avail themselves of the option provided for in said lease and contract under the third subdivision of said lease and contract of the covenants of parties of the second part thereto, commencing on page 4of said lease and contract, then during the operation of this lease the said party of the first part hereto shall have the entire control and disposition of the dates and time that might have been taken under said option, and the said party of the first part shall be entitled to and shall receive the entire rents and receipts for such dates, and the said party of the first part shall also receive the entire rents and receipts for any foot-ball games which may be played by either Berkeley or Stanford Universities between Thanksgiving Day and New Year's Day in each year, it being generally understood and agreed that the said party of the second part has no interest in the rents or receipts of any foot-ball game played under the aforesaid lease or of any foot-ball game played in which Berkeley or Stanford Universities are engaged.

The said party of the first part shall be allowed a reasonable time for preparing the said grounds for foot-ball games under its aforesaid contract and lease with the teams of the Berkeley University and the Leland Stanford Jr., University.

It is understood and agreed that if, during the period embraced in the aforesaid agreement, as to the playing of foot-

Folsom St Lease.

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ball games by the University of California and the Leland Stanford Jr., University, any employees performs work and labor properly chargeable to party of the first part, said labor shall be paid by said party of the second part and charged on account to said party of the first part.

It is further understood and agreed that all buildings, structures and improvements of every kind and nature now on the said grounds of the party of the first part are the property of the said party of the first part and the said party of the second part has no claim or title thereto.

IN WITNESS WHEREOF, the said party of the first part has caused these presents to be executed by its President and Secretary thereunto duly authorized, and has caused its corporate seal to be affixed, and the said party of the second part has hereunto set his hand and seal the day and year first hereinabove written.

Ernest Mechanics Institute of San Francisco

By- Ernest A Denicke
President.

E T Heard
Secretary.

D R McNeil

Insurance
Market St Ry Co's.

It was ordered that the stands on the grounds the property of the Market St Railway Co. be insured for $1.000.00 against fire- and that the Finance Committee be instructed to obtain the consent of the Market St Railway Co. to this insurance.

Lectures.

For the Lecture Committee Mr. Wilson reported that the lectures would commence on Saturday ev. Jan. 6th next and he asked authority to have the necessary advertising cards issued and tickets printed.

On motion the Printing and Advertising Committee were authorized to furnish the necessary advertising cards and admission tickets.

Liquid Air.

The Management Committee in the matter of the proposition of lectures on Liquid Air by Professor Tripler reported that the proposition received, was that Mr Tripler should give five lectures in San Francisco for which he was to be paid $6,000.00

On account of the high price the Management Committee recommended that the proposition be declined and the recommendation was adopted

Jan 2/1900.

For the Special Committee in regard to advancing the revenues from the different Institute properties, Mr Nelson reported progress, and he stated that the committee had been investigating the advisability of putting stores on the Larkin St front of the Pavilion.

Stores Larkin St.

Mr Healy presented a resolution to the effect that the Finance Committee be requested to advertise for and receive bids for the sale of the Folsom St. property.

No second to the resolution.

A discussion then ensued about improving the present Library Building.

The Librarian presented his report for the month of January which was received and the following names mentioned as having joined the Institute were on motion approved.

New members.

M. Eisner.	H. J. Yule	Frank L. Coombs
Mrs J. V. D. Middleton	John Myers	Mrs E. W. Jackson
H. F. Davis	Miss O. Leichter	Miss A. L. Hostetter
Miss Edith Deuss	J. W. Daniels	

The Secretary presented his report for the month of December which was received and ordered spread on the minutes.

San Francisco Jan. 2/1900

To the President and Board of Trustees -

Gentlemen-

Secty.

I submit herewith financial statement for month of December 1899.

Dec. 1st-/99- Cash on hand-		$1,098.17
Receipts -		
Dues-	$2404.00	
Entrance Fees	57.00	
Books. Fines Pd. Extras	80.90	
Classes	1.50	
Library Bulletin	10.70	
Mutual Savings Bank	32.5-	
Bills Payable	3000.00	
Folsom St. Lot	1021.75	
Pavilion		
Rents- 275-		
Hayes St. 302-		
Gas 48.30		
Partels 4-		
Hayward 18-		
Telfer 15-		
Ingalls 4-	65.80	
[illegible]		7764.15

Jan 2/1900.

Expenditures		
Books-	465.97	
Binding	124.99	
Classes	60.00	
Expense	287.40	
Fuel	28.27	
Interest	34.33	
Library Bulletin	37.75	
Lighting	12.50	
Periodicals	89.11	
Printing & Stationery	132.43	
Salaries-		
Institute	195.00	
Pavilion Library	71.3-	
Pavilion		
Salary 90		
Wages 16		
Hardware- 10.43	116.43	
Folsom St.		
Improvements	2,771-	
Interest	500-	
Wages	56-	
Various- 15	3,342.00	
31st Inst. Exp.	4677.31	7247.09
Jan 1/1900 Cash on hand		$590.23
		$8,807.32

Respectfully submitted

Jos McCumming

Secretary

Com'l Pub bill.

Mr Presson withdrew

Mr Neal presented a bill of the Commercial Publishing Co. of $15- for an advertisement in the "Commercial News" of the Fair, the bill being signed by Mr Neal and Mr Nelson of the Printing & Advertising Committee.

The Secretary stated that the Finance Committee had declined to pass the bill as Mr Brunt declined to sign the bill.

Mr Nelson moved that the bill be paid.

A motion by Mr McLaren that the matter be laid over until Mr Brunt was present was lost.

The motion to pay the bill was carried by the following vote: ayes- McLaren, Neal, Plum, Fraser, Wilson, McPresident (6) Noes- Healy, Wallis (2)

Jan 2/1900.

Stationery bill

The Secretary presented a bill from Payot, Upham & Co. for $18.04 for stationery which the Finance Committee declined to pass, it being signed by the Printing & Advertising Committee instead of the Library Committee.

Mr Neal explained why the Printing and Advertising Committee had signed the bill, and the bill was ordered paid by the following vote: ayes: Mr Lazier. Neal. Plum Fraser, Gallies, Wilson. Mr President (7) declining to vote. Mr Nealy (1)

Water & Forest Soc'y memberships.

A letter was read from the California Water & Forest Society requesting that the Institute endeavor to secure members of the Institute as members of the Association the letter stating that books containing certificates of membership would be supplied.

Mr Healy moved that a sign be placed in the Library and the Institute members have their attention called to the matter, and that the Librarian be instructed to take some of the books containing certificates of membership and issues them under the regulations of the Water & Forest Association.

The motion was carried.

A letter was read from Senator George Perkins stating that he would give his assistance to the Bill now before Congress to reimburse the Institute for their expenses in connection with the Filipinos.

The Secretary was instructed to write thanking Senator Perkins.

Harris wants raise.

A letter was read from F E Harris asking for an increase in salary of $10.00 per month.

The letter was referred to the Employees Committee.

Mr Healy presented the following amendment to the By-Laws:

San Francisco. Jan. 2/1900

To the Board of Trustees -
of the Mechanics' Institute -

Healy's amendment to By Laws.

I hereby move to amend Section 4 of Article 2 of the By-Laws to read as follows:

Section 4 - Library - It shall be the duty of this Committee to maintain a careful supervision of the Library in all its departments; this supervision shall include the Library employes. This Committee shall report monthly to the Board of Trustees the condition of the Library and make recommendations for the purchase of books and supplies required. In its annual Report this Committee shall present estimates of the amount required for Library expenditure for the next year.

Signed - P. J. Healy.

Jan. 2/1900.

The Secretary stated that the following parties had filed their petitions for nomination for Trustee for the ensuing election:

Trustees nominated.

George H Gallis. Richard Valentine. H L Tuckner James K Osgraver. Rudolph J Taussig. Samuel Irving. L R Mead. William Corbett. P. J. Healy, George Deanston.

The matter of subscribing for a City Directory for 1900 for the Secretary's office, was referred to the Library Committee.

More diplomas

The Secretary stated that it was quite likely that additional diplomas would be needed to supply the demand of exhibitors of the recent Fair and the matter of ordering additional diplomas was referred to the Art Committee with power.

The Secretary stated that through an error the exhibit of the Hallwood Cash Register had not been presented to the Jurors, and the matter of an award to the exhibit was referred to the Management Committee with power.

Mr Healy moved that the Folsom St Lot ~~Committee~~ be placed in the hands of a real estate firm to see what it could be sold for.

The motion was lost.

The meeting then adjourned.

E D Neal
Recording Secretary

Jom Cumming
Secretary

San Francisco, Jan. 2/1900

Bills Ordered Paid

1-Pay Roll,			
F.J.Teggart,	150.00		
J.H.Wood,	90.00		
R.D.Colquhoun,	87.50		
M.E.Southworth,	29.40		
P.J.Schlebach,	50.00		
W.H.Woolcock,	45.00		
Miss G. Huntington,	40.00		
W.J.Gilman,	30.00		
C.Badger,	15.00		
C.B.Cooke,	14.70		
W.E.Harris,	50.00		
C.Perry,	40.00		
L. P. Latimer,	30.00		
G.A.Bohrud,	30.00		
J.M.Cumming,	150.00		
A. Ahern,	45.00		
J.A.Jackson,	90.00	986	60
2- Gus Faber,		99	00
3- Cal.Wire Cloth Co.		7	28
4- C.F.Hagman,		16	00
5- Allen's Press Clipping Bureau,		6	00
6- John Tuttle,		3	00
7- Examiner,		4	00
8- S.F.Chronicle,		4	60
9- S.F.Call,		3	50
10-Mercantile ~~xxxxx~~ Towel Co.		14	25
11-Welsbach Exchange.		14	50
12- S.F.Gas & Electric Co.		26	25
13- Univ.& Pac.Gas Gov.Co.		3	00
		1187	98

Brought Forward;	1187	68
14- Pac.Telep. & Teleg.Co.	65	85
15- Sherman,Clay & Co.	8	44
16- Call	23	40
17- Alexander Yost Co.	80	83
18- Cunningham,Curtis & Welch,	65	80
19- Jas.T.White & Co.	8	00
20- Library Bureau,	1	00
21- Dexey's	42	75
22- Emporium & Golden Rule Bazar,	42	62
23- Payot,Upham & Co.	137	10
24- Chas.A.Warren,	10	13
25- Elder & Shepard,	45	88
26- Pacific Auxiliary Fire Alarm Co.	59	15
27-	1778	93
Fair Bills.		
1- J. W. Griffith,	33	37
2- Indianapolis Furnit.Co.	28	50
	61	87

Jan 9/1900. Special.

San Francisco Jan. 9/1900

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building to-night at 5 P. M. Present - Trustees - Brunt. Heald. Kendrick, Fraser. Tichner Wallis. Nelson, Mr President (8) Absent - Trustees - Healy. M Laren. Neal. Plum. Presson (5)

"Commercial Museum"

On motion the reading of the minutes of the previous meeting was dispensed with -

Resolution adopted

The President stated that the meeting had been called in relation to taking steps toward founding a Commercial Museum in this City.

The President referred to the lecture on that subject having been given before the Institute on last Saturday evening, and after some discussion the Secretary read the following resolution:

"Whereas it is greatly in the interest of this City that a Commercial Museum of the kind and pattern of that now in the City of Philadelphia be established here, be it resolved that Dr Benjamin Ide Wheeler, President of the University of California be requested to call at his earliest convenience a meeting of the Boards or Offices of the Board of Trade, Chamber of Commerce, Merchants' Association, Mechanics Institute and such other bodies and individuals as he may deem proper to confer with a Committee of the School of Commerce of the Faculty of the State University in order to take initial steps towards the establishment of a Commercial Museum in this City -

A motion was made that the resolution be adopted.

Mr Nelson moved that consideration be postponed until the next regular meeting

No second to the motion

The motion to adopt the resolution was carried.

Maps for Medals.

The Secretary presented design for the gold medals awarded at the Fair made by E. T. Stot

Special. Jan 9/1900.

The design as presented was adopted -

Branch libraries ordered, see p 216.

The President called the attention of the Library Committee to the matter of the recommendation of the Librarian, December 5th, asking to be allowed to establish branch libraries in the different country towns, the matter still being in the hands of the Library Committee having been referred to them at meeting of December 5th.

The President stated that the branch proposed to be established by the Librarian at Los Banos had already been organized by the Mercantile Library.

Librarian given authority

After some discussion Mr Kendrick moved that the matter be taken out of the hands of the Library Committee and brought before the Board for consideration.

Mr Brunt seconded the motion

The motion was carried.

Mr Kendrick moved that the Librarian be given authority to take preliminary steps toward the organization of [illegible] Libraries and report to this Board.

Mr Nelson moved as an amendment that the recommendation and request of the Librarian be granted, and that he be authorized and empowered to proceed to the establishment of such branches and report to this Board monthly such action as he has taken.

No second to the amendment.

Mr Kendrick's motion was then carried.

The meeting then adjourned.

J. M. Cummins Secretary

E. T. Heald Recording Secretary

Jan 16/1900.

San Francisco January 16th 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 7.30 o'clock. Present Trustees Brunt, Healy, Kendrick, Neal, Presson, Fraser, Tickner, Wallis, Welson (9) Absent Trustees Heald, McLaren, Plum, Mr President (4). Vice President Kendrick presiding.

The minutes of the meeting of Jan 2nd were read and approved.

Mr. McLaren entered.

The minutes of the special meeting of Jan 9th were read and approved.

The Finance Committee presented the following report.

San Francisco Jan 16th 1900

No insurance on Folsom St. stand.

Your Finance Committee would report that they have interviewed the Market St. Railway regarding the insurance on their seats at the Folsom St grounds and they were firmly given to understand that the Market St. Railway would not insure the seats at the Folsom St. grounds now would they insure them if the Mechanics' Institute paid the premium.

E R Presson
J H Wallis } Finance Com.

The Employes Committee presented the following report.

Employees.

San Francisco Jan 16th 1900.

To Board of Trustees, Mechanics' Institute.

Gentlemen:- 1. Your Committee having taken consideration of the several applications for increase of salary referred to the Committee viz:- from the stenographer and janitors respectfully recommend that the requests be not granted.

Janitors refused increase.

2. Your Committee took careful regard for the legitimate work pertaining to the office of the Institute and its expense of maintaining the same recommend that the position of stenographer and typewriter in the office of the Secretary be discontinued at the end of the current month.

Miss Ahern discharged.

3. We further recommend that the salary of the Librarian be increased twenty five ($25.00) per month thereby restoring the salary pertaining to the office of Librarian of the Institute to its former status of $175.00 per month.

Raise in Librarian salary.

Respectfully Submitted
A L Tickner
Horace Welson } Committee on Employees.

The first and second recommendations in the report were adopted.

Mr Plum entered.

The third recommendation was lost by the following vote: ayes, Brunt, Tickner, Welson (3) Noes, Healy, Kendrick, McLaren, Neal, Plum, Presson, Fraser, Wallis (8)

Miss Ahern gets leave.

On motion of Mr Tickner, Miss Ahern the stenographer was given a leave of absence for the balance of the current month.

Mr Tickner withdrew.

Folsom St Lot Committee.

Mr. Wallis stated that the contractor engaged by the two Universities to build the extra seats for the recent football games had taken down the seats erected by him.

The Committee was given authority to receive bids to put the grounds in proper condition for baseball as required in Mr. McNeill's lease.

Machinery Committee.

Old Pump price

Mr. Wallis stated that Mr. Dennicks would possibly give $100 for the old Hooker Pump now in the Pavilion as is and on motion the pump was ordered sold for that amount

The Librarian presented the following names as having joined the Institute all of which were on motion approved

New Members.

New Members.

B R Nicoll	Henry Scott	F H Dobble.	Mrs Alice Green
Otto Heichhold	S. Bird	Wm Wells	A J Palmy
Miss Bertha Lincoln	Mrs S V Culp	Mrs Wm S. Meyer	E N Liddell
Kate A. Stewart	Carl H. Streblin	Miss Amelia M. Blois	Lieut. J W. Creagh
Walter Attridge	Miss Daisy B. Cartwright	Wallace A Cook	Miss A E. Hepburn
A V S. Dayton	C E. Dinsdale	Thos MacKiernan	O F. Simpson
Wm J. Thomas			

Letters Read.

From S S. McClure Lectures Bureau asking on what terms Institute would handle Prof. Fripler's Lectures on "Liquid Air". Referred to Lecture Committee.

From Cal. Water & Forest Assn. asking Institute to pass certain resolutions calling on the California Congressional delegation to vote for an appropriation to pay for measuring the streams in California and Arizona Referred to Management Committee

From Gonsalo de Rivas asking return of certain money alleged by him to have been paid by him in connection with the recent Fair. Referred to Finance Committee

Pavilion policies changed.

From J M. Mitchell Insurance Agent, asking to have Pavilion Insurance policies changed so that they would specify more explicitly that only the Pavilion was covered. Referred to Finance Committee with powers.

Hayne's bill

From Lieut. A P. Hayne inclosing statement of expenditures at Manila for cures &c for recent Fair and showing balance due him of $200 Cash. Referred to Finance Committee.

Revenue of properties

Mr Welson for the Special Committee on Increasing Revenue of Properties presented the following report.

San Francisco Jan 16th 1900.

The Board of Trustees of the Mechanics Institute.

Gentlemen:- The Special Committee on the properties of the Institute beg leave to present the following recommendation respecting the Pavilion property.

Jan 16/1900.

Stores in Pavilion

Special Com. Report (Continued)

"In case no satisfactory terms are secured for a ground lease of the entire block, that improvements be made in the Pavilion building by converting the Larkin and Hayes St fronts into stores of proper and convenient size for renting. Your Committee is not able to give reliable estimates by reason of having no authority to incur any expense in securing the same.

Therefore we recommend that the Committee on Building and Repairs be authorized and directed to employ an architect and prepare plans for the improvements suggested above and also to secure builders estimates of cost; ~~and report~~ the same to this Board within one month from this date.

Respectfully Submitted

Horace Wilson
J. Kaser
Chas. M. Plum. } Committee on Properties.

Mr. Wilson moved the adoption of the report.

Mr. Brunt moved as an amendment that the report be referred to the Pavilion Committee to report back the expense of preparing plans and such other information as could be obtained.

The amendment was carried and Mr. Wilson added to the Pavilion Committee in the matter.

Healy's amendment lost.

The Amendment offered by Mr. Healy at the last regular meeting, to Section 4 of Article 2 of the By-Laws was then brought up.

Mr. Healy moved the adoption of the amendment. The motion was lost.

Lease of Post St. store.

The Secretary stated that the American Fact Soc'y. wished to lease the place now occupied by the Mutual Savings Bank, when vacant, it being expected that the Bank would move some time in the future. Referred to Finance Committee.

Leaving Post St.

A statement was read from the Merchants' Association in reply to an inquiry from President Hendricks, to the effect that in the matter of the present tearing up of Post St. by the Street Railway Co. that the Co. would be obliged to practically make the entire block in front of the Mutuals a bituminized street after the new rails were laid

The Secretary stated that a proposition had been received to rent the Pavilion for next Sept 9th to 16th during the Admission Day Celebration. Referred to Pavilion Committee.

Branch Libraries action rescinded.

The action of the Board at the special meeting of Jan 9th in taking from the hands of the Library Committee the reproposition of the Librarian to establish branch libraries was considered and a motion to the effect that the action of the Board at the special meeting in regard to this matter be rescinded was carried and the Committee given further time in the matter.

Mr Brunt withdrew.

Jan 16/1900.

Mr. Wilson offered the following

Amendment to By-Laws.

Amendment to By-Laws.

Section 2 of Article 1 6 is stricken out the sentence reading "Notice of meetings must in all cases be sent to each member and substituting in its place the following "Notice of such special meeting shall state the purpose and object of the meeting and no other business than that for which the meeting is called shall be transacted at a special meeting. Notice of special meetings shall in all cases be served upon each member.

So that the section shall read as follows.

Sec 2. The President on his own motion or upon the request in writing of three members of the Board, shall call a special meeting. Notice of such special meeting shall state the purpose and object of the meeting and no other business than that for which the meeting is called shall be transacted at a special meeting. Notice of special meetings shall in all cases be served upon each member. Eight members of the Board shall constitute a quorum.

Thomas paid.

The Secretary reported that the President had settled the claim of W. S. Thomas in connection with the Philippine Exhibit for $300.00

Poll List.

On motion the polling list for the coming election was ordered posted in the hallway on the second floor.

Fair Report not printed.

Mr. Neal spoke of the matter of printing the report of the last Fair and a motion by Mr. McLaren that the report be not printed was carried.

Letterheads.

On motion of Mr. Neal the Printing Committee was authorized to procure 2000 letterheads for the Secretary's office.

Medals to Indians.

Mr. Healy stated that when he was negotiating for the Indian exhibit for the recent Fair that he had promised each of the 3 male Indians exhibiting a medal. On motion a bronze medal was awarded each of the 3 Indians.

The meeting then adjourned.

Jos. M. Cummins
Secretary

E. T. Neal
Recording Secretary

San Francisco Feb 6th 1900.

No quorum appearing at the regular meeting tonight Vice-President Kendrick adjourned the meeting.

Jos. M. Cummins
Secretary

E. T. Neal
Recording Secretary

Feb 9/1900. Special.

San Francisco, Feb 9th 1900.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building, today at 5 P.M. by Vice President Kendrick. Present Trustees Brunt, Healy, Kendrick, Neal, Pierson, Tickner, Wallis, Wilson & absent Trustees Heald, McLaren, Plum, Fraser, McPherson (5).

Reason for Special

The (Vice President) Chair stated that the meeting had been called on account of there having been no quorum at the last regular meeting and it was necessary to take action on some matters before the next regular meeting.

On motion the reading of the minutes of the previous meeting was dispensed with.

Mr Heald entered. Mr Brunt withdrew.

The Finance Committee reported cash on hand Feb 6th $ 3326.11
and presented bills amounting to 3397.36
and recommending that they be paid.

The bills were on motion ordered paid by the following vote. Ayes. Heald, Kendrick, Neal, Pierson, Tickner, Wallis, Wilson (7) McHealy voting aye on all bills except the two items in the pay roll vouchers of the salaries of P.J. Schlobach and Miss Huntington.

List of Bills.

1 Pay Roll		1042.50	1 Wm Cumming		156.75
2 Pay Roll		97.75	2 A.C.O. Staff		58
3 J.J. Taggart		22.19	3 Edw Schweizer		30
4 J.J. Taggart		43.16	4 Dew Keller		10
5 Wm Cumming		112.95	5 W.P. Fuller & Co		30.30
6 Sunday Rockwood		50			284.05
7 A.L. Campbell		7.70			
8 University of Cal		5.00			
9 Paul Upham & Co		88.57			
10 Cunningham Curtis & Welch		122.94	Regular	313.31	
11 Lemcke & Buechner		2.14	Special Fd	284.05	
12 Jackson & Lovendon		1.96	Institute	3397.36	
13 Geo. W. Vincent		3.50			
14 L.P. Foster Ads Agency		.6			
15 The Guild		1.50			
16 Abend Post		1.95			
17 Surgical Gazette Chronicle		.6			
18 Report		4.50			
19 Bulletin		.18			
20 Post		8.40			
21 Red Seal Pt Co		1.25			
22 Library Bureau		6.29			
23 A.C.O. Staff		.12			
24 W.P. Fuller & Co		5.90			
		3113.31			

Special. Feb 9/1900.

The Finance Committee presented the following Report, all three of its recommendations being adopted.

San Francisco Feb 6th 1900.

Board of Trustees, Mechanics Institute.

Gentlemen:- Your Finance Committee reports as follows.

Renick's Leave

1. Your Committee was asked by Mr Renicke to request the Board to grant him leave of absence for six weeks during his present absence from the City and your Committee would recommend that the request be granted.

Lease Post St.

2. In regard to leasing the premises now occupied by the Mutual Savings Bank Your Committee finds that no action is necessary at the present time and we would therefore recommend that action be deferred for a few months.

Rivas,

3. Your Committee having considered the matter of Conrado de Rivas and being of the opinion that he has no claim against the Institute would recommend that no further notice be taken of his request.

Respectfully Submitted
J.R. Pierson
Geo H. Wallis } Finance Committee

Telephone & Pole,

Mr. Pierson stated that 10 adults and 2 children of the Telepsen Circus were at present housed at 24 Hayes St. awaiting deportation to Manila.

Election Com.

On motion of Mr. Neal the Chair was authorized to appoint a Committee from the Trustees to make the necessary arrangements for the Annual Election.

On motion the Secretary was authorized to make the necessary arrangements for sending out the ballots &c to the members.

Amendments to be published

The Secretary stated that at the last members' quarterly meeting several amendments to the Constitution had been proposed and a motion had been carried to the effect that the amendments be printed in the March number of the Library Bulletin and a copy mailed each member fifty days before the meeting.

Wellington moved that the Board take action to carry out the motion adopted at the Quarterly meeting. Motion Carried.

Polls open

It was ordered that the polls at the election be open from 11 a.m. to 9 P.M.

Secty. gets vacation

The Secretary asked for a two weeks vacation about the end of next April and on motion of Mr. Wilson the request was granted.

The Folsom St Lot Committee presented the following Report, which after reading was referred back to the Committee with power to act.

San Francisco Jan 29th 1900.

Filling in Folsom St.

Hon Bd Trs. Mech Inst. & Hall.

Gentlemen:- Your Folsom St. Lot Committee beg to report that in accordance with a resolution passed at the last meeting, instructing your Committee to obtain bids for placing the Folsom St. property in proper condition for baseball, ac-

Feb 9/1900. Special.

Sleeper Filling in.

cording to the terms of the lease with Mr. R. M. Neill have obtained these bids, and find that out of eight contractors who were asked to bid, fours of them have made bids which are as follows:-

John Tuttle	$849.00
Daniel O'Day	1100.00
Sullivan, Son	1300.00
Chas A Warren	997.50

Your Committee therefore called a meeting at the Grounds on the 26th inst. to investigate, if possible, where the seemingly excessive cost of putting those Grounds in condition arose from, and decided that it should not take more than 400 loads of material to obtain the object sought, and under those conditions passed a resolution recommending that the Board authorize the Chairman Mr Wallis, to contract for 400 loads of material, not to exceed $1/2 load, & be dumped on the ground and to be leveled by days work and to reject all of the bids made by the fours parties before referred to.

Your Committee therefore recommend that the Board authorize the work to be done in the manner specified

Your Committee further recommends that they be authorized to advertise for bids for furnishing sand and loam.-

That they be authorized to hire a scraper with team at a cost not to exceed $6 per day.

That the thanks of the Board be given to Van der Naillen School for surveying the grounds.

Very Respectfully Yours
Leo A Wallis
R Kendrick
Robt A Neal
John McLaren
} Committee.

Medal to Mr Hudson.

Mr. Healy requested that a grand Bronze Medal be awarded to Mr. O. Hudson for his services in connection with the Indian exhibit at the recent Fair. The request was granted.

Mr Nelson for the Pavilion Committee reported that the Committee had interviewed Mr E R Swain the architect, in regard to preparing plans for putting stores in the Larkin St. front of the Pavilion and that the cost would not exceed $100. the Committee was requested to make a written report.

The meeting then adjourned.

John Cumming
Secretary

E P Heald
Recording Secretary.

Feb 20/1900.

San Francisco, February 20th, 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight by Vice-President Kendrick at 7.30 o'clock. Present-Trustees Healy, Kendrick, Neal, Plum, Pierson, Fraser, Tickner, Wallis, (8) Absent Brunt, Heald, McLaren, Wilson, Mr President (6)

The minutes of the meetings of Jan 16th and Feb 9th last were read and approved.

The Finance Committee presented bills amounting to $1280.33 and on the Committees recommendation the bills were ordered paid by the following vote, ayes Healy, Kendrick, Neal, Plum, Pierson, Fraser Tickner, Wallis, (8) noes none.

The Committee presented the following Experts Report.

S.F. Jan 4th/1900

Bd Trs. Mechs. Inst.

Gentlemen:-This is to certify that I have made a careful examination of the books and records of the Mechanics Institute, for the period of nine months, beginning with March 1st 1899 and ending with November 30th 1899. the cash records and vouchers of the librarians office have been compared and these again with the books and records of the Secretary's office.

I therefore certify that all said books and records are correct, and that the accompanying trial-balance properly shows the assets and liabilities of the Institute.

Your Very Respectfully J.W. Griffith.

List of Bills.

31st. Industrial Exposition.		
1 Jos. M. Cumming	114	67
2 Mutual Label & Lith. Co.	222	50
3 W. Stott	11	28
4 M. Surman & Co.	7	
5 Mullany & Clifford	5	60
6 Emil Di Vecchio	9	38
W. J. Gallagher	38	69
8 R. Ferle	1	30
9 Byron Mauzy	15	
10 Call	1	80
11 Wilson Bros. Co.	3	50
12 Rathjen Bros.	6	05
13 Mt. Shasta Mun. Spring Co.		75
	437	52
INSTITUTE ACCOUNT		
1 A. L. Campbell	606	60
2 Jos. M. Cumming	81	95
3 J. W. Griffith	60	
4 Prof. Carroll	5	
M 5 Hicks Judd Co.	89	26
	842	81
Thers 437.52.		
Inst ac 842.81		
$1280.33		

Chairs fixed

Story & elevator

The Buildings and Repairs Committee reported recommending 1. That the chairs and lounges on the second floor of the Library be re-upholstered where necessary, and

2. That the Com be authorized to consult an architect further at no cost to the Institute, in regard to putting an additional story and elevator to the Library Bldg.

Both of the recommendations were adopted

Mr Wilson entered.

Feb 20/1900.

Branch Libraries

Mr. Healy for the **Library Committee** presented a report in the matter of the proposition advanced at the meeting of Dec 5, 1899 by the Librarian in regard to establishing **Branch Libraries** — the Committee reporting against the idea.

On motion of Mr. Wilson the report was referred back to the Committee to report statistics and reasons for making the report against the same.

Reference Room.

In the matter of **Re-establishing the Reference Room** Mr. Healy presented a report (majority) from Messrs. Kendrick and Plum of the Committee against re-establishing the Reference Room.

Mr. Healy presented a minority report signed by himself opposing the majority report.

Mr. Plum moved that the majority report be received and adopted.

An amendment by Mr. Presson to the effect that the majority report be referred back for the Committee to state their reasons for their reporting was carried by the following vote:- ayes, Healy, Kendrick, Neal, Presson, Wallis, (5) noes, Plum, Fraser, Tickner, Wilson (4)

The Pavilion Committee presented the following report, which was received and filed.

San Francisco Feb 20th 1900

Board of Trustees, Mechanics' Institute:-

Stores on Larkin St.

Gentlemen:- Your Pavilion Com. reports as follows: In regard to preparing **Plans for Altering the Pavilion** so as to **put stores** in the **Larkin St.** front, two architects have been seen, Mr. Behrund and Mr. Erwin, both of whom have stated that the cost of preparing plans would not exceed $100 and if the work were to be carried out, this $100 to be deducted from the usual architect's fee.

In the opinion of your Committee it would not be advisable to do anything in the way of improving the Annex on Hayes St. as the building is not substantial enough to stand any great alteration.

A general plan for placing the stores in the Larkin St. front as drawn up by Mr. Behrund, one of the architects before alluded to is submitted herewith.

Respectfully Submitted

Chas. M. Plum
Geo. H. Wallis
J. R. Fraser
and
Horace Wilson

Pavilion Com.

The Folsom St. Lot Committee presented the following report which was received and the action of the Committee approved.

Bd. Trs. Mech. Inst.

S. F. Feb 20th 1900.

Filling Folsom St. Mr. N. gets job.

Gentlemen:- Your Folsom St. Lot Committee reports as follows:- In regard to **preparing the grounds for baseball** as required by the lease to D. R. McNeill, an offer was received from Mr. McNeill offering to do the work for $550.00 and relieving the Institute from any liability accruing under the lease for putting the grounds in shape for this season. This offer was accepted and Mr. McNeill is now at work.

Respectfully Submitted, Geo. H. Wallis,
Robt. W. Neal
R. Kendrick Folsom St. Lot Com.

Feb 20/1900.

The Employes Committee presented the following report.

S. F. Feb 20th 1900.

Employes.

Bd. Trs. Gentlemen:- Your Employes Committee presents the following

1. That in view of the need of a typewriter in the Library, in particular for expediting the work of cataloguing, and in view of the need for an additional desk clerk who is also required to keep the Secretary's office while he is absent, your Committee recommends that a young man be employed at once as a typewriter, and that an additional clerk be provided.

Stenographer + Clerk hired

Badger raised

2. That Clarence Badger who has been employed for four months at a salary of $15 and who has given satisfaction and promises to develop into a desirable assistant be advanced to desk clerk and his salary increased to $30 from Library 1st. also that his place be filled by the employment of a boy at $15.

Schloback Mrs. Southworth discharged.

3- That P. J. Schloback be continued temporarily on probation.

4- That the position of cataloguer at present filled by Mrs. M. E. Southworth be declared vacant.

A. L. Tickner
Horace Wilson
Geo. H. Pressor
Employes Com.

The report was taken up seriatim.

The first three recommendations were adopted.

The fourth recommendation was adopted by the following vote:- ayes, Kendrick, Plum, Pressor, Fraser, Tickner, Wallis, Wilson (7) noes, Healy, Neal (2),

Southworth vacancy-date.

On motion the date of the commencement of the vacancy to occur in the position of cataloguer was fixed at March 31st next.

Mr. Tickner withdrew.

The Management Committee reported in favor of the Adoption of the following Resolutions which were sent by the Cal. Water & Forest Soc'y with the request that they be adopted.

Measurement of Streams.

WHEREAS, The Mechanics' Institute has been informed that the measurement of streams in California and Arizona is to be discontinued until the first of next July, owing to the exhaustion of the appropriation for the Hydrographic Branch of the U. S. Geological Survey, by other necessary work;

AND, WHEREAS, A knowledge of the water supply of the arid West is of prime importance to its development, either from a mining, a power, or an irrigation standpoint;

THEREFORE, BE IT RESOLVED, That our Representatives, both in the House and in the Senate, be requested to communicate with the Secretary of the Interior upon this subject, and to urge the passage of a deficiency appropriation to prevent the discontinuation of this important work.

Feb 20/1900.

The Committees recommendation was adopted

The Chair announced that he had appointed Trustees Heald, Haven & Neal as the Committee on Annual Election and the Committee presented the following Report.

Election Com.

San Francisco Feb 20th 1900.

Board of Trustees Mechanics Institute -

Your Committee appointed to make arrangements for the Annual Election report as follows.

We recommend the following names for Judges of Election.

Judges.

Alfred Eccles
Henry Root
Henry Toomy.

In regard to clerks of election your Committee recommends that three clerks be employed and that they be paid $2 each for their services, they to provide their own meals.

No Canvassing.

Your Com recommends that no canvassing for votes be allowed in the Patent Room where the voting is held, and that a place be provided in the Patent Room for marking ballots, and that no one but Candidates be allowed to solicit votes in the main room on the second floor.

Respectfully Submitted,
Robt. G. Neal
J. Haven
Election Com.

Mulbilon moved that the Board instruct the Committee to make provision that no canvassing for votes be allowed within the Library Building. The motion was carried, and the report with this amendment was then adopted.

The Librarian presented his report for the month of January which was received and on motion the following names mentioned as having joined the Institute were (on motion) approved.

New Members.

New members.

Alfred Accardie	Mrs K. J. Carroll	Miss E. Hyman
Mrs D. M. Canning	Miss Alice M. Christeson	E. J. Hayman
C. N. Thomas	Anton MacMillan	E. McLaughlin
Mrs E. M. Parsons	R. G. Hopkins	T. McCulloch
Mrs Jules J. Hamilton	Lester A. Hancock	Worthen Hood
T. L. Horn	Peter G. Yorke	O. H. Helderbrand
Wm G. Peyton	J. Howard Smith	Mrs C. E. Coutts
Wellesley Moore	Morris Duvall	Walter R. Roberts
Mrs N. P. Batchelder	E. A. Kolb	J. P. Blumenberg
A. B. Dyer	Mrs H. H. Lee	
L. Kramer		

The Librarian presented the following names as having joined the Institute from Feb 1/20 all of which were on motion approved.

See next page.

Feb 20/1900.

New Members

New members.

F. H. Ethcart	Miss M. L. Love	Edmund Rifford
J. H. Blakely	Frank J. Thayer	W. C. Baker
Eugene L. Kahlberg	Louis Wiener	Frances Olace
Otto Peterson	W. A. Bell	Zoeth S. Eldredge
Henry H. Young	Fenelon Deane	F. P. Bacon
Jos M. Eleaver	Ellery Cory Stowell	Miss Lillian O'Neal
Mrs B. B. Thayer	N. O. Goodridge	Miss Elsie Hagedorn
N. G. Stevens	Orrick Moore	

Secty.

The Secretary presented his report for January 1900 which was on motion received and ordered spread on the minutes.

San Fco Feb 6th 1900

Bd Trs Mech Inst'e -

Gentlemen I present herewith financial statement for January 1900.

Jan 1. 1900 Cash on hand			$ 1590.25
Receipts			
Dues		$ 1563.50	
Ent Fee		54.	
Books		92.40	
Glasses		7.50	
Library Bulletin		10.95	
Music Rack $ K		8.25	
Periodicals		2.50	
3rd 2nd Ex.		166.70	
Solomon Balls		41.20	
Pavilion Pav Rent	2.50		
Hayes St.	4.51		
Gas	25.50		
Mantels	2.50		
Lighting	2.		
Damages	7.50		
Labor	3		
Licence	10	45.1.50	
			3084.25
			$ 4674.48

Expenditures

Books			292.51
" Rack Fund			131.47
Glasses			60.
Expense			63.30
Insurance			24.
Water			78.50
Lighting			29.25
Music			8.44
Periodicals			23.40
Printing Sta.			18.07
Salaries Institute			195
" Library			641.60
Pavilion Salaries	90.		
Insurance	35.15		
Telephone	34.90		
Repairs & Impo.	12.40		
Mantels	14.50		
Hayes St	32	218.95	
Solomon St Refunds		91.01	
3rd 2nd Ex.		46.87	1947.37
			2722.11
1900 Jan 31 Cash on hand			$ 4674.48

Respectfully Submitted
J. M. Cummings Secty

Feb 20/1900.

Letters Read.

Miss Moran applies — From Lillian D. Moran applying for position of Stenographer. Referred to Employes Com.

Coast Museum. — From Benjamin I. Wheeler, President of State University stating that in answer to Institutes request he had called a meeting to consider the establishment of a Commercial Museum, and requesting that the Institute appoint five delegates to a meeting to be held in regard to the same on Jan 23rd last. The Secretary stated that the President had appointed the following members of the Institute to attend the meeting. S. J. Hendy, Byron Jackson, Geo Cumming, Wallis E. Dodd, Geo. E. Daw, J. Fraser, Jos M. Cumming.

Checker medal. — From A. Duncan stating that Henry M. Angell had won the Institute Checker medal in the tournament for 1900. On motion the medal was awarded

Federal Tax — From Com. on Modification of Federal Tax requesting the Institute to sign a petition to Congress requesting that the War Revenue Tax Law be so altered that the War Tax on Legacies to Educational and some other Institutions receive more favorable treatment. Referred to Finance Committee.

Healy medal — From Wm. J. W. Hudson requesting for the Indians who appeared at the recent Fair that a medal be also awarded Ernester Healy, similar to the ones awarded them. No action.

From A. W. McQueen thanking the Board for donation of $200.

The Amendment to the By-Laws proposed at the meeting of Jan 16th last by Mr Wilson was laid over.

A letter from the National Irrigation Association asking the Institute to co-operate with them was referred to the Com. on Water Conservation.

The following by Mr Healy was adopted —

Calaveras Trees. — "Resolved that this Institute petition the proper authorities to preserve as a National Park that body of timber known as the Calaveras Grove of Big Trees."

List of dropped members. — The following by Mr Healy was adopted —

"That hereafter the names and addresses of those who leave the Institute be presented monthly to each member of this Board and that the names and addresses of the members who have left during the past year be furnished each member of this Board."

On motion, the Secretary was instructed to invite the Trustees, who would be elected at the coming annual election, to the next regular meeting of the Board.

Filipinos deported. — The Secretary reported that the Filipinos who had been stopping at the Hays St store had been deported. Three being 13 of them

Bulletins ordered mailed. — On motion a copy of the March number of the Library Bulletin was ordered mailed to each member of the Institute.

Feb 20/1900.

Order ordered. — On motion, a copy of the City Directory for 1900 was ordered for the Secretary's office.

Healy protests at Bulletin Articles. — Mr Healy called attention to an article in the February number of the Library Bulletin in reference to a new Library Bulletin Building. Mr Healy protested against the publication of the article, he stating that the Library Committee had had no knowledge of the article until published.

After some discussion of the matter, Mr Wilson moved that the Library Committee prepare a proper apology for having published the article. The motion was Carried.

The meeting then adjourned.

Jos M. Cumming
Secretary.

E. J. Heard
Rec. Secy.

Board of Trustees Minutes, VOLUME 7, 9 May 1899 – 18 October 1904. Mechanics' Institute, San Francisco.

Mch 6/1900.

San Francisco March 6th, 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 7.30 o'clock by Vice President Kendrick. Present Trustees Heald, Healy, Kendrick, Neal, Presson, Tickner, Wallis, Welson (8) Absent Trustees Brunt, McLaren, Plum, Fasen, McPresident (5)

Trustees-elect Beaneton, Irving, Meads and Tausig were also present.

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report,

S.F. March 6th 1900.

Board of Trustees, Mechanics' Institute.

Gentlemen. Your Finance Com. present a bills tonight amounting to $ 6745.43

and recommends that they be paid

There is cash on hand tonight amounting to $ 1958.16

The Collections for the balance of the month will amount to about $ 2700

leaving a deficiency of about $ 2000

which your Committee recommends be borrowed and presents the following resolution

2000 borrowed

Resolved that the President and Recording Secretary of this Corporation, the Mechanics' Institute, be and they are, hereby authorized and empowered to borrow of the First National Bank of San Francisco, Cal. a sum not to exceed Two Thousand Dollars at such interest as they may deem expedient and that the Vice President and Recording Secretary be and they are hereby authorized and empowered to make and deliver to the lenders the promissory notes of this Corporation for such sums as may be required.

Respectfully, Submitted

Geo. K. Presson, E. Heald, Geo. K. Wallis Finance Com.

Messrs. Plum, Fasen and Brunt entered.

The recommendation to pay the bills was carried by the following vote:- ayes, Heald, Kendrick, Neal, Plum, Presson, Fasen, Tickner, Wallis, Welson (9) Mr. Healy voted 'aye' on all bills with the exception of the two items on the pay-roll vouched of the salaries of P.J. Sahlobach and Miss S. Huntington, on both of which he voted 'no'. Mr. Brunt having entered after some of the bills were read was excused from voting. Noes none except Mr. Healy on two items mentioned.

The recommendation to borrow $2000 was adopted by the following vote:- Ayes:- Brunt, Heald, Healy, Kendrick, Neal, Plum, Fasen, Tickner, Wallis, Welson, Presson (11) Noes None.

(List of Bills Opposite).

Glove suit
Cash suit.

Mr. Presson for the Com. stated that the Law suit of W.B. Silver against the Institute was being attended to by Garrett W. McEnerney, and that he had nothing to report as to when the suit would come to trial. Mr. Presson also stated that the suit of J. Seidl against the Institute was being attended to by Messrs. Boudon and Young as attorneys for the Institute, and that the date of trial had been set for May 21st next.

Mch 6/1900.

List of Bills Passed.

		fwd	$ 3819.54
1.- Pay Roll	$ 1009.50	56.-Scientific Pub. Co.	$ 4.25
2.- F. J. Teggart	22.61	57.-G. E. Stechert	50.00
3.- Jos. M. Cumming	112.40	58.-B. F. Stevens	492.90
4.- Joost Bros.	17.98	59.-E. G. Allen	347.20
5.- Pac. Tel. & Co.	40.10	60.-Cunningjam, Curtissetc	56.26
6.- S. F. Gas & Elec. CO.	47.50	61.-[illegible]	15.36
7.- Pac. Gas Imp. Co.	452.40	62.-[illegible]	64.60
8.- Cen. Lumber & Mill Co.	22.43	63.-Payot Upham & Co.	70.22
9.- H. Eisney	283.00	64.- [illegible]	57.28
10. SP. Valley Water Works	111.15	65.-[illegible]	153.52
11. Upton Bros.	49.75	66.-Chas? Scribners' Sons	130.97
12-Upton Bros.	39.25	67.-[illegible]	13.74
13-Valleau & Peterson	5.00	68.-Boston Book Co.	36.00
14-Jno. R. Carr	1.00	69.-R. E. Cowan	16.50
15-A. Fleishhacker & Co.	1.50	70.- A. S. Barnes & Co.	.84
16-C. A. Murdock & Co.	9.25	71.-Bailey, Banks & Biddle	5.42
17-A. Zellerbach & Son	4.25	72.-E. D. Bronson & Co.	66.90
18-Payot Upham & Co.	11.80	73.-A. M. Robertson	24.88
19-A. Zellerbach & Sons	12.02	74.-Burrows Bros. Co.	14.00
20-Hicks, Judd Co.	6.25	75.- A. M. Robertson	14.37
21-Nathan, Dorham & Co.	6.25	76.-Sacramento Home Direc.	4.00
22-Universal & Pac. Gas Co.	3.00	77.-J. Tauzy & Co.	4.20
23-W. W. Montague	9.05	78.-Elder & Shepard	9.27
24-W. W. Montague	49.35	79.-H. H. Hart	11.25
25-Gus Faber	33.00	80.-C. D. Willard	1.50
26-J.P. Brownlee	3.55	81.-H. B. Hosmer	1.35
27-C. F. Hagman	61.25	82.-Pacific Rural Press	3.50
28-John Quadt	2.50	83.-Moning & Sci. Press	3.50
29-A. Ruefs	14.00	84.-Hicks Judd Co.	84.08
30-Jos. Figer	10.25	85.-[illegible]	177.00
31-Le Count Bros.	15.30	86.-Mining & Eng. Review	1.00
32-Henry Ernst	15.50	87.-Com. Pub. Co.	6.00
33-Mercantile T. & L. Co.	5.50	88.-Chronicle	13.65
34-Washburn & Moen Mfg.	1.15	89.-Examiner	11.70
35-Buchanan Bros.	7.00	90.-S.F. News Co.	27.10
36-Geo. Clarke & Co.	2.00	91.-S. F. News Co.	931.57
37-W. P. Fuller & Co.	2.65		$ 6745.42
38-Bulletin	3.20		
39-Western Agencies Co.	1.80		
40-Cal. Elec. Works	4.63		
41-Alex. Yost Co.	.65		
42-Chronicle	3.50		
43-Dolliver & Bros	5.00		
44-Holbrook & Merrill & Stetson	4.75		
45-Holbrook & Merrill&Stetson	1.33		
46-Nathan, Dohram & Co.	2.50		
47-J. D. Maxwell & Co.	50.00		
48-Williams, Belser & Co.	120.54		
49-Pacific Imp. Co.	2.50		
50-E. L. Snell	6.00		
51-University of Cal.	1000.00		
52-Andrew Wilkie	17.00		
53-Com. Pub. Co.	28.50		
54-J. Middleton	56.78		
55-Sherman Clay & Co.	4.42		
fwd	3819.54		

Library Committee — Mr. Healy, Chairman, recommended the purchase of books amounting to $ 478.23. The recommendation was adopted by the following vote:- Ayes, Brunt, Heald, Healy, Kendrick, Neal, Plum, Presson, Fasen, Tickner, Wallis, Welson (11) Noes None.

Mr. Healy for the Committee presented a report in the matter of

Branch Libraries

Establishing Branch Libraries Objection being made that the report was not signed by a majority of the Committee, the Committee was given further time.

Mr. Healy for the Committee presented a report in the matter of an

Apology for Bulletin article

Apology for article published in the February Library Bulletin as ordered at the last meeting, the article referred to being in regard to a new building. Objection being made that the report was not signed by a majority of the Committee, a motion was carried that the Committee be given further time.

Library Com Annual Report.

Mr. Healy, for the Committee, presented its **Annual Report.** Objection being made that the report was not signed by a majority of the Committee, a motion was carried that the Committee have further time.

Mch 6/1900.

The Librarian presented his report for the month of February, which was received and the following persons mentioned therein as having joined the Institute were on motion approved,

New Members.

New Members.

B. F. Pope	Wm. Stokes,	Mortimer Fleishhacker
Harr Wagner	Miss W.H. Archer,	Miss. O. J. Houston
E. J. Blanchard	C. P. Stewart,	Thos J. Faulkner
Miss Grace E. Sully,	Miss Violet F. Fife	Miss. A. E. Myers.
	Hugo A. Fauteig.	

The Librarian presented his report for the quarter ending Feb 28th 1900, which was on motion received,

The Librarian presented his Annual Report for the year ending Feb 28th 1900 which was read and received and referred to the Institute's Annual Meeting to be presented to the Meeting,

Lectures Classes,

Mr Wilson for the Committee on Lectures and Classes presented the Committee's Annual Report which was on motion received and filed.

The Secretary presented report for the month of February, which was received and ordered spread on the minutes.

Secty.

Secretary's Report

San Francisco Mch 6th 1900.

President & Bd of Dis Mech Inst.

Gentlemen:- I present herewith financial statement for February, 1900.

1900			
Feb 1.	Cash on Hand		$ 2727.11
	Receipts,		
	Dues		$ 1144
	Entrance Fees		35.
	Books		81.60
	Classes		7.50
	Library Bulletin		3.15
	Folsom St Lot		36.90
	Mutual Savings Bank		325.
	Pavilion Rents	445.	
	Hayes St.	406.	
	Gas	29.05	
	Lighting	2.	
	Mantels	3.	
	Damages	8.	
	License	10	
		903.05	
	31st Industrial Exposition	88.89	$ 2625.00
			$ 5352.11

Expenditures.

Books			$ 251.63
Binding			89.26
Classes			60.
Expense			128.60
Interest			47.50
Sick Fund			211.49
Lectures	Old Lectures	$ 50	
	Movers Chairs	9.45	59.45
Printing & Stationery			123.44
Periodicals			46.35
Salaries - Institute			196.
" Library			697.50
Folsom St	Improvements	$ 1376.60	
	Interest	500.	
	Wages	74	1950.60
Pavilion	Wages	90	
	Labor	150	
	License	21.	
	Lighting	30	142.50
31st Industrial Exposition			721.57
			$ 14755.19
Mch 1st 1900 Cash on Hand.			596.92
			$ 5352.11

Respectfully Submitted
D. M. Fleming. Secretary

The Secretary presented his report for the Quarter ending Feb 28th 1900, which was received and ordered spread on the minutes.

Secretary's Quarterly Report.

San Francisco Mch 6th 1900.

Board of Trustees, Mechanic's Institute,

Gentlemen:- I present herewith financial statement for the quarter ending Feb 28th 1900.

1899			
Dec 1.	Cash on Hand,		$ 1098.17
	Receipts		
	Dues		$ 5111.50
	Entrance Fees		146.
	Books		254.90
	Classes		81.
	Library Bulletin		29.30
	Mutual Sav Bank		975.
	Bills Payable		3000.
	31st Industrial Exposition		401.50
	Periodicals (Rebate)		2.50
	Folsom St		106.85
	Pavilion Rents 970.00	Hayes St. 1159.00	
	Gas 102.85	Mantles 9.50	
	Damages 28.50	Licence 30.	
	Lighting 8.	Labor 3	2310.85
			13418.40
			$ 14516.57

Mch 6/1900.

Expenditures

Books			1010.11
" Lick Fund			342.96
Binding			214.25
Classes			180.
Expense			479.30
Fuel			28.27
Interest			185.33
Insurance			24.
Lectures	Lectures Moore & Davis	60 (275)	59.75
Library Bulletin			37.45
Lighting			41.75
Music			8.44
Periodicals			159.46
Printing Stationery			273.94
Salaries Institute			585.
" Library			2052.10
Pavilion	Salaries Labor	287.50	
	Insurance	35.15	
	Telephone	34.90	
	Licenses	21.	
	Lighting	30.	
	Mantels	14.50	
	Keys & Repairs	32.	
	Repairs	22.83	477.88
Folsom St.	Improvements	4238.61	
	Interest	1,000.	
	Wages	130.	
	Supplies	15	5383.61
31st Industrial Exposition			2375.75 13.917.65
Nov 1, 1900 Cash on Hand:			596.92
			14,514.57

Respectfully Submitted
J M Cumming Secretary

The Secretary presented Annual Report for the year ending Feb 28th 1900, which was on motion received and ordered presented to the annual meeting of the Institute.

The Judges of Election presented the following report which was received, adopted, ordered spread on the minutes and ordered presented to the Annual Meeting of the Institute.

(See next page.)

Election Com Report.

Report of Judges of Annual Election.

San Francisco March 3rd 1900.

To the Trustees of the Mechanics Institute.

Gentlemen:— We have the honor to report that at the election of February 27th the following gentlemen were elected as Trustees, viz:—

Messrs George Beaston — Jame Kirby Cosgrave
P. J. Healy — Samuel C Irving
Lewis R. Mead — Rudolph J. Taussig
and George H. Wallis.

The election was conducted according to the proportional and preferential plan. There were 631 ballots cast, but 9 of these were improperly marked, leaving 622 good ballots. the quota therefore was 88. Mr Cosgrave received, on "first choice" 92 votes and Mr Meade 93 votes.

The enclosed tabulation, corresponding with the tally lists to shows the first choice votes and the manner in which the transfers were made.

Respectfully
Alfred Cridge
Henry Root Judges of Election.

Calaveras Trees.

A Communication from the California Club was read, requesting the Institute to sign a set of resolutions requesting the Federal Government to purchase the Calaveras Big Trees. On motion the resolutions were ordered signed

The Amendment to the By Laws proposed by Mr Wilson, at the meeting of Jan 16th last, was on motion laid over till the next meeting.

Installation Committee

For an Installation Committee to install the Trustees elect at the Annual Meeting of the Institute March 10th next, the following were nominated. Joseph Britton, Henry H. Reed, R. P. Doolan.

There being no other nominations Messrs Britton, Reid and Doolan were duly elected.

The Secretary was instructed to write letters of thanks to the Judges who served at the recent election of the Institute.

The Secretary stated that a party had called with a proposition to rent the Pavilion for several months if terms were satisfactory. On motion of Mr. Wallis, the matter was referred to the Pavilion Committee with power.

Mr. Tickner withdrew.

A discussion then ensued regarding the delinquent members of the Institute and on motion, the matter of dealing with delinquents was referred to the Finance Com. to be appointed after the organization of the new Board.

The meeting then adjourned

J M Cumming Secty.

Reed Recording Secretary

Annual
Mch 10/1900.

San Francisco March 10th, 1900.

The Annual Meeting of the members of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Ernst A. Denicke, a constitutional quorum being present.

President Denicke stated that on account of ill health he would be unable to preside and he called Vice President Rodney Kendrick to the Chair.

The minutes of the quarterly meeting of December 9th, last were read and on motion approved.

Order of Bus Suspended.

On motion of Mr. W. L. Peet the regular order of business was suspended and the consideration of the amendments to the Constitution proposed at the last quarterly meeting was then taken up.

A motion by Mr. Kirkwood that all speakers be limited to five minutes was carried.

Action on Amendments.

Amendment Lost.

The amendment offered by L. F. Compton to Sections 4 and 5 of Article 9 of the Constitution was then considered.

Mr. J. C. Faulman moved the adoption of the amendment.

After a lengthy debate Mr. Faulman moved the previous question. A division being called for on the motion for the previous question, it was declared carried, the Chair appointing R. Spoolan, J. M. Cummins, Tellers, they reporting 69 ayes and 51 noes.

The vote was then taken on the main question. Division being called for, the Chair appointed W. L. Peet and R. P. Spoolan Tellers. The tellers reported 89 ayes and 46 noes whereon the Chair declared the motion to adopt the amendment lost.

Amendment Lost.

The amendment (No 1) offered by P. J. Healy to Subdivision "i" of Section 4 of Article 9 of the Constitution was then considered and the motion to adopt the amendment was lost.

Amend. Lost.

The amendment (No 2) offered by P. J. Healy to Subdivision "i" of Section 4 of Article 9 of the Constitution was then considered and the motion to adopt the amendment was lost.

Amend. Carried

The amendment offered by P. J. Healy to Section 1 of Article 7 of the Constitution was then considered. A division being called for on the vote the Chair appointed Messrs. Spoolan and Peet, Tellers. The tellers reported 7 ayes and 8 noes, whereon the Chair declared the **Amendment Carried.**

nd Lost.

The amendment offered by W. T. Holmes to Section 3, of Article 8 was then considered, and the motion to adopt the amendment was lost.

The regular order of business was then taken up.

The Librarian's Annual Report was then read and on motion received and ordered spread on the minutes.

LIBRARIAN'S ANNUAL REPORT, 1899-1900.

San Francisco, March 10, 1900.

To the President and Board of Trustees:

Gentlemen: I have the honor to present the forty-fifth annual report of the work and business of the Library for the year ending February 28, 1900.

MEMBERSHIP.

Number reported February 28, 1899		4,295
New members, Subscription	773	
New members, Life	1	774
		5,069
Withdrawn		692
Membership February 28th, 1900		4,377

BOOKS AND PERIODICALS.

The accessions of books for the year have been 4,123 volumes, classified as below:

Bibliography	62	Philosophy	44
Sociology	509	Science	274
Fine Arts	243	Fiction and Juveniles	1,317
Geography and Travels	250	History	229
General Periodicals	251	Theology	59
Philology	41	Useful Arts	520
Poetry and Drama	105	Literature, Essays, etc.	115
		Biography	134

These were assigned to:

Reference Department	1,184
Circulation	2,939

These were acquired by:

Purchase	3,096
Gift	473
Binding	554

In addition, 9 pamphlets were purchased, and 552 presented; 4 pieces of sheet music were purchased, and 1 map was presented and one purchased; making total accessions, 4,690.

The following table shows the numerical strength of the Library:

No. of volumes reported February 28, 1899		78,391
Accessions, Feb. 28, 1899, to Feb. 28, 1900	4,099	
Lost and paid for	140	
Sent to U. S. Volunteers	1,063	
Missing, unaccounted for	89	1,292
Net increase		2,807
Total, as per count, February 28th, 1900		81,198

In addition to the 554 new books, periodicals and pamphlets bound, there were 1,385 old books rebound.

There are 577 titles on our subscription list, 463 American and 114 Foreign publications being represented. Of this number, 226 were presented.

GIFTS.

The gifts to the Library were 456 volumes, 601 unbound volumes and pamphlets, 5 maps, and 223 charts.

A list of the donors will be found in the appendix.

CIRCULATION.

The Library was open 304 days during the year, 157,624 volumes were issued for home use, a daily average of 518. A table of classes follows:

General Periodicals	3,957	Philosophy	913
Theology	521	Sociology	891
Philology	197	Science	1,063
Useful Arts	2,070	Fine Arts	1,663
Poetry and Drama	1,664	Literature, Essays and Letters	1,572
Biography	1,970	Geography and Travel	2,552
Miscellany	2,680	History	2,216
Fiction and Juvenile	133,695		

LECTURES.

The following lectures have been delivered during the year:

March 4, 1899, "Wireless Telegraphy," Prof. A. Van Der Naillen.

March 18, 1899, "Characteristics of Japan," Shegetaro Marikubo.

March 25, 1899, "The President; His Critics; Expansion and Commerce" (illustrated), Pierre N. Boeringer.

April 1, 1899, "Modern Utah" (illustrated), Frederick I. Monsen.

April 8, 1899, "The Arts of Ancient Egypt" (illustrated), Prof. H. T. Ardley.

April 15, 1899, "What We Know of the Stars," Prof. Armin O. Leuschner.

April 22, 1899, "Planets and Comets," Prof. Armin O. Leuschner.

January 6, 1900, "The Commercial Museum of Philadelphia," Prof. George Davidson.

January 13, 1900, "Old English Christmas Carols," Dr. Ewald Flugel.

January 20, 1900, "Humour of Chaucer," Dr. Ewald Flugel.

January 27, 1900, "A Visit to the Coast of Brazil" (illustrated), Dr. John C. Branner.

February 3, 1900, "John Ruskin," Samuel Slocombe.

February 10, 1900, "The Rise of the Common Man," Prof. David Starr Jordan.

February 17, 1900, "Shakespeare's England" (illustrated), Prof. W. D. Armes.

February 24, 1900, "The Story of the Coast Ranges" (illustrated), Dr. H. W. Fairbanks.

The receipts and expenditures of this department are detailed in the report of the Secretary.

A comparative table of statistics will be found in Appendix 1.

In presenting this statistical information of the work of the Library for the past year, permit me to indicate some details of importance in connection therewith.

In the first place, it is a pleasure to be able to state that, for the first time in four years, the membership shows a net gain for the twelve months. Furthermore, the net increase of members for the last years (81) is double that of the average net increase during the last ten years (41). Since 1891, 10,968 persons have joined the Library, and 10,558 have withdrawn or died.

As it is a current opinion that the Mechanics' Fairs are the most important factor in securing membership for the Institute, you should be informed that the increase from this source which has come to the Library in former years, has recently fallen off to an extent which seems to indicate the passing of influence of the Fairs in this particular. Both in 1896 and 1897 the number of new members fell below the average for the ten years, 1891-1900, and in 1899 the number of persons joining the Library through the instrumentality of the Fair was but 72.

There are, I regret to say, no important gifts to the Library to record for the past year. It is a pleasure, however, to mention that the will of Mr. Wm. Patton, a member of the Institute, who died in June last, contains a provision that his library of architectural books shall be placed in this Library.

Here I would urge upon your attention the well-recog-

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Librarian's Report (cont'd)

nized principle that no great Library has ever been built up solely by the purchase of books from the regular income at its disposal. The greater Libraries owe much of their strength to the gifts of individuals interested in their welfare. Although the people of San Francisco are noted for their generosity, the Mechanics' Institute has received few gifts or bequests, with the single exception of the legacy of $10,000 by Mr. James Lick. Yet it would seem appropriate that men who acknowledge the aid which in early life they received from the books provided here, should, in their days of prosperity, give of their means to increase the possibilities of the Library for a succeeding generation. A comparatively small sum would effectively endow a Special Library on Ship-building, on Electrical Engineering, on Banking, on Municipal Affairs, or any of a hundred well-defined subjects which are of vital importance to the community. Further, it may be said, that such provision would undoubtedly ensure to the Institute additional membership of a particularly desirable character. To the giver we might say, in the words of Sir Thomas Bodley, founder of the Bodleian Library, at Oxford, to Sir Robert Cotton: "Whatsoever any man shall conferre for the storing of it, suche order is taken for a dewe memorial of his gifts, as, I am persuaded, he can not any way receave a greater contentment of any thing to that value, otherwise bestowed. Thus muche I thoughte to signifie unto yew."

As any goal is more easily attained by a well-defined road than by mere indefinite direction, I would suggest for your consideration the advisability of making provision for what might be termed Perpetual Endowment Memberships.

My idea is, briefly, that any member of the Institute may, on payment of one thousand dollars, obtain a perpetual membership. That such membership shall entitle the holder, his heir or assignee forever, to all the privileges of membership, and exemption from all dues or assessments. The special provision to be made in connection with this departure is that the Institute shall guarantee, under no circumstances, and at no time, to disburse the principal of such payment. That the funds thus obtained should not be absorbed by the Institute, but invested outside of it. That the interest on the amount should alone be used for the purchase of books, and for that purpose only. In addition, the amount of the interest on each separate membership of this class should be expended for books relating to one well defined subject, the member having the privilege of designating the subject in the first instance, and his name being in a proper manner associated permanently with the collection of books thus formed. We would then have the "Smith Architectural Endowment Fund," "Jones Library of Finance," or whatever designation might seem appropriate.

When it is taken into consideration that the "Reese Fund" of the University of California, amounting to but $50,000, has in the last 20 years provided for the Library there $60,000 for expenditure in books, and that this has been almost the only source of income for increasing that Library, some idea may be gained of the importance of the present suggestion.

This subject leads back directly to the consideration of the general policy of the Institute in regard to its expenditures for books.

During the last ten years, about 60 per cent. of the books purchased has been Fiction. At the same time the circulation of Fiction has been about 82 per cent. of the total circulation of the Library, and, of the remaining 18 per cent., one-half is absorbed by such popular classes of books as Travel, Poetry, Biography, and current periodicals. The classes Useful Arts and Fine Arts represent about 1½ per cent. each of the total circulation of the Library. The inevitable conclusion to be deduced from these figures is that this Library is being utilized merely as a subscription Library, for the circulation of literature of a popular character.

The important question therefore arises, to what end are we striving, and what is to be the definite policy of the administration? It needs no argument to convince you that it is absolutely essential for the realization of any object, that the object shall be definitely understood; results cannot be achieved haphazard. Is it desired, then, by the members, that the facts as they now stand should be accepted, and the efforts of the Institute centered on conducting successfully a popular subscription Library? If so, our expenditures must be directed accordingly; we should buy large quantities of the books of the hour, and perfect arrangements for disposing of them once the demand ceases; we should clear from our shelves all "dead stock," and conduct the Library as a purely commercial enterprise, having regard only to immediate results, and eschewing the idea of building up a large Library as such.

This policy, systematically carried out, would, in all probability, increase our membership for a considerable length of time, and would certainly add to our present popularity. Nevertheless, to express my personal opinion only, this would seem an unfortunate course to pursue, and a sure means to our ultimate dissolution. For it is an economic law which there is no withstanding, that when men can obtain anything which they desire at a less price in one place than another, they will ultimately resort to the market which offers the cheaper rate—sentiment to the contrary notwithstanding.

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On the other hand, it is a law equally proven by experience, that men will not hesitate to expend money to obtain advantages which will add to their chances of success in life. It would, therefore, seem a promising policy for the Institute to build up as rapidly as our means will permit, special Libraries or collections, in which the members of the various professions and trades would find more and better books for their use than are to be found elsewhere.

We should retain by all means our popular books and strive to attract members and hold them by this means; but our chief expenditures should be toward the literature which will provide a permanent source of advantage to the mechanics and engineers, architects and musicians of the community, and consequently a permanent membership to the Institute.

It is in pursuance of this policy that the increased expenditures for books, which is to be reported for the past year, has been in large measure devoted.

A beginning has been made on a systematic plan for filling up the literature of the Useful Arts. Mathematics, Chemistry, Physics, and Electrical Engineering are now being added to as rapidly as possible, the object being to develop each class to a common standard of efficiency and fulness. In addition to this, the increased interest in the Department of Fine Arts, particularly in the subjects of Architecture and Music, has led to an increased expenditure upon it.

As suggested in my report last year, efforts have been made to fill up the gaps in our periodical sets as opportunity offered, and to date about fifteen sets have been so completed at a comparatively small expense. In addition to these, sets have been added of *The Studio* (and *International Studio*) and *Lumiere Electrique*.

It is hoped during the coming year to sell or exchange some of the many duplicate volumes of periodicals which are stored away in the Library, and to complete still more of our broken sets by this means.

We have, in addition to duplicates, a large quantity of unbound periodicals for which more effective use may be found, either in having them bound, or in disposing of them. The most notable item in this group is a complete file for about thirty years of the *London Times* (daily).

During the year the work of cataloguing has been pushed as rapidly as circumstances would permit, and as this work progresses a systematic notation is being given the books. The object of such notation is that each volume may be specially identified—first, when it is taken out, and when it is brought back; second, in returning it to its place on the shelf, so that the same book will always have the same relative position in the Library; and third, in making the annual inventory of the Library. With regard to this latter point, it may be stated that in the last ten years the Library has lost 3,245 volumes; that is, about the amount of the gross accessions for one year. As we have at present no means whatever of telling what books are lost, it is particularly desirable that this work be carried on as rapidly as possible.

Here I might also state that the books unaccounted for this year amount to but 89 volumes, as against an average for the eight years preceding my appointment of 385.

I regret to say that nothing has been done during the past year to improve the condition of the present Library building, or to make provision for more ample and satisfactory accommodation for the Institute. Persistent and reiterated complaints reach the Librarian from the members on account of the absence of an elevator; of the absence of any system of ventilation; of the unsatisfactory character of the lighting, heating and plumbing of the building. More than this, the Library lost the opportunity to secure a large number of members at one time this year owing to the fact that it could not give them a room in which to hold meetings.

The subject of securing out-of-town members, suggested in last year's report, was taken up by the Librarian and a plan formed, but the consideration of the matter having been delayed, the plan was adopted and is now being operated by another library.

I have to report the loss sustained by the Library by the resignations of Mr. Frank B. Graves, Assistant Librarian, and Mr. W. R. Williams, one of the most valued assistants. It is a pleasure to state that these gentlemen have each become the librarian of other libraries.

The Librarian has to thank the Board for the courtesy which enabled him to attend the annual meeting of the American Library Association, in May, 1899, and to make an extensive trip of observation among the libraries of the East.

In conclusion, I wish to call your attention to the devotion of the Assistant Librarian to the work of the Library, and the conscientious work of the other employees.

Respectfully submitted,

FREDERICK J. TEGGART,
Librarian.

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The Secretary presented his report for the year Ending February 28th, 1900 which was received and ordered spread on the minutes.

SECRETARY'S REPORT.

San Francisco, March 10th, 1900.

To the Members of the Mechanics' Institute—

Ladies and Gentlemen: I herewith present Financial Statement for the year ending February 28, 1900:

RECEIPTS.

Entrance fees	$ 773.00	
Life Membership	50.00	
Quarterly dues	19,986.50	
Books paid for (140)	68.75	
Fines (3,225)	542.00	
Extra books (6,131)	613.10	
Rent Post street property	3,900.00	
Donations	455.35	
Library Bulletin, advertisements and subscriptions	146.40	
Periodicals (return payment)	2.50	
Sundry receipts	85.75	
		$26,623.35
Classes—		
Fees		152.00
Bills payable		18,000.00
Folsom street lot, rents		2,112.25
Thirty-first Industrial Exposition		32,257.69
Pavilion—		
Rents	$ 3,365.00	
Hayes street rents	4,266.90	
Gas and lighting	522.45	
Damages	59.95	
Labor	28.00	
Sale of old material	41.50	
Sundry receipts	73.00	
		$8,356.80
Total receipts		87,502.09
Cash on hand March 1st, 1899		4,334.56
		$91,836.65

EXPENDITURES.

Library—		
Advertising	$ 1.95	
Binding	1,131.45	
Books	3,523.71	
Books (Lick Fund)	575.69	
Expense	1,780.18	
Fuel	92.15	
Furniture	264.03	
Insurance	1,149.30	
Interest	355.99	
Library Bulletin	327.00	
Lighting	805.68	
Music	52.24	
Periodicals	466.26	
Printing and stationery	971.09	
Repairs	603.45	
Salaries	8,814.50	
Taxes	1,809.37	
Water	168.35	
		$22,892.39
Bills payable		3,000.00
Institute, salaries		1,912.50
Lectures—		
Paid lecturers	$ 140.00	
Printing	42.75	
Moving chairs	42.75	
Illustrating	50.00	
		$275.50
Thirty-first Industrial Exposition		39,893.84
Classes—		
Salaries	$ 600.00	
Refund of fees	1.50	
		$601.50
Folsom Street Lot—		
Improvements	$ 6,358.78	
Interest	5,500.66	
Taxes	857.29	
Wages	554.15	
Water	30.55	
Sundry expenses	160.85	
		$13,461.62
Pavilion—		
Salaries and labor	$ 1,081.75	
Taxes	3,801.96	
Repairs and improvements	2,380.54	
Lighting—		
Gas	$ 648.34	
Lighting	56.00	
Mantels	27.19	
	731.53	
Water	66.55	
Insurance	682.65	
Removing garbage	88.45	
Water, Hayes street houses	62.70	
Repairs, Hayes street houses	161.85	
Sundry expenditures	144.40	
		$9,202.38
Total expenditures		91,239.73
March 1st, 1900, cash on hand		596.92
		$91,836.65

SUMMARY

Of Receipts and Expenditures for the Year Ending February 28th, 1900.

	Receipts.	Expenditures.	
Library, Classes and Lectures—			
Receipts	$26,775.35		
Expenditures		23,769.39	
Excess of receipts			$3,005.96
Pavilion—			
Receipts	$8,356.80		
Expenditures		9,202.38	
Excess of expenditures			$845.58
Folsom Street Lot—			
Receipts	$ 2,112.25		
Expenditures		13,461.62	
Excess of expenditures			11,349.37
Thirty-first Industrial Exposition—			
Receipts	$32,257.69		
Expenditures		39,893.84	
Excess of expenditures			7,636.15
Bills Payable—			
Receipts	$18,000.00		
Expenditures		3,000.00	
Excess of receipts	15,000.00		
Salaries, Institute			1,912.50
	$18,005.96		$21,743.60
Excess of expenditures		3,737.64	
		$21,743.60	
Cash on hand March 1st, 1899			4,334.56
Excess of expenditures over receipts			3,737.64
Cash on hand March 1st, 1900			$596.92

Respectfully submitted,

JOSEPH M. CUMMING,
Secretary.

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The following report of the Expert was read, and ordered spread on the minutes.

EXPERT'S REPORT.

San Francisco, Cal., March 10, 1900.

To the Board of Trustees,
Mechanics' Institute,
San Francisco, Cal.:

Gentlemen: This is to certify that I have made a careful examination of the books and records of the Mechanics' Institute for the period of three months, beginning with December 1st, 1899, and ending with February 28th, 1900.

The cash records and vouchers of the Librarian's office have been compared, and these again with the books and records of the Secretary's office. Also the books of the Thirty-first Industrial Exposition, including cash records, vouchers, etc., have been examined.

I therefore certify that all said books and records are correct, and that the accompanying trial balances properly show the assets and liabilities of the Institute.

Yours very respectfully,
J. W. GRIFFITH,
Accountant.

The President presented his annual report which was received and ordered spread on the minutes.

PRESIDENT'S REPORT.

To the Members of the Mechanics' Institute:

It is with a sense of pleasure and of honor that I once more, as executive head of the Board of Trustees, present for your consideration this, my annual report and epitome of the affairs of the Institute for the year ending March 1st, 1900.

At the same time I shall ask your indulgence for appending such personal suggestions as the events reported on seem to me to warrant.

The reports of the Secretary and Librarian will acquaint you with the closer details of the history of the Institute and of the management of your Board of Trustees. I shall, therefore, with some attempt at brevity, confine myself to the generalities of narration, description and suggestion.

THE THIRTY-FIRST INDUSTRIAL EXPOSITION OF 1899.

First in order, both in time and importance, comes our latest Fair, and, as I sincerely hope, our last annual Fair. For while to my mind our Fairs have by no means lost their value to the community at large, educationally and otherwise, the appreciation by the public of the advantages of our Expositions has, by reason of their too great recurrence, and of the competition in latter years of other cheaper and more diversified, if less elevating forms of amusement, diminished to such a degree as to make it impossible for us to conduct annual Fairs with any hope of financial profit. The chance of a possible profit of a few thousand dollars is too great a risk to warrant in these years a yearly outlay of from $30,000 to $40,000 for each Fair.

The first question of interest arising in your minds is undoubtedly directed toward the financial success or failure of the late Exposition, and I unfortunately must reply to this by stating, as I already did at the last quarterly meeting, that this Fair resulted in a deficit of about $7,600. At the last quarterly meeting I explained in detail the different causes of this deficit. Permit me to again state them briefly to you.

In view of the interest manifested in our new possessions, it was determined to obtain, if possible, a Philippine Island exhibit which would illustrate the life of those islands, the customs and manners of their inhabitants, and more especially the possibilities of extending our commerce with them. Free transportaition on army transports was granted by the government, and it is proper here for me to acknowledge in this connection the many courtesies extended by the War Department, and more particularly by Major-General Shafter and by Col. O. F. Long, of the Quartermaster's Department.

A Filipino village of nineteen persons, together with many articles for exhibition, was brought over at a comparatively small cost, and proved a most attractive feature. But to our consternation, an entire Filipino circus troupe was sent us without our knowledge or consent, we knowing nothing of the arrangements for sending it until a few days before its arrival here, our instructions to Manila never contemplating any such extensive launching out into the show business. It seemed best, however, on its arrival here to make the best of a bad bargain, as considerable expense had already been incurred at Manila, and which we were obliged to pay, and the circus was accordingly installed in the Pavilion. The very great outlay for maintaining the troupe was one of the principal causes of our deficit. One other I might mention was the arrival home from Manila of the First California Volunteers very shortly before the opening of the Fair, their arrival and the preparations preceding it being an event, as you will remember, which absorbed public interest to such an enormous extent that it was impossible to direct it to any other subject, and the public press devoted so much of its space to this event that the preliminary notices of the Fair, which are of such great importance in influencing the sale of tickets, were either omitted or almost inconspicuous.

As to whether the last Fair was successful in an artistic and in a social sense, you are perhaps better judges than I. My humble opinion is that it was a success in these regards.

It has been asserted that our Fairs no longer pay large profits because it is alleged "that too much attention is given to side shows." That this criticism is an unjust one is proven by the fact that our so-called special-event days have been our best money bringers at the door. And although we have had each year better music than in the one past, those days on which the management had nothing more to offer to the public than the musical programme and the exhibits proper, have shown the poorest receipts. The large and rich city of Boston, which has a Mechanics' Fair but once in every three years, has seen fit to have vaudeville performances afternoons and evenings. The Irish Fair at the Pavilion in 1898 was a source of profit to its managers, and at it all sorts of specialties more or less in the vaudeville line abounded, and every other booth had its raffle or other attraction, not to say game of chance. Even last year there was a Cake-walk Fair or tournament at our Pavilion lasting several weeks, the management of which is said to have cleared several thousand dollars. The truth of the matter is, *our* Fairs and Fairs of their character have ceased to be a novelty, and therefore an attraction in San Francisco. To convince yourselves that this is the case, you need look no further than at the entries in the Secretary's books as to the number of season tickets sold to our own members—a steadily and rapidly decreasing quantity during late years.

I cannot conclude my plea for your approval of the discontinuance of the annual Fairs without saying that it would be but just toward the Board of Trustees. Year by year, as the popularity of the Fairs has decreased, by just so much have the labors of the Board, in its endeavor to keep up the standard of profit to be derived from them, increased. Difficulties, unthought of in the past, arose, and had to be surmounted by the individual and collective effort of the Board and the Superintendent. Greater and still greater with each succeeding Fair grew the demand upon the time of the individual members of the Board—and it cannot but be said that it was cheerfully and generously given—until almost their every moment and energy, not alone during the long weeks that the Fair continued, but for weeks ahead, were necessarily involved in fulfilling their manifold duties at the Pavilion. If the Board could have devoted half of the time and energy spent in this way to other means of producing income for the Institute, better financial results would have been achieved during the last few years.

The Institute is greatly indebted to Mrs. Phebe A. Hearst for exhibiting at the Fair at a great outlay of money by herself, the sets of plans receiving the final prizes in the recent competition for the State University Buildings.

FINANCES.

It may appear at first sight as if the financial condition of the Institute at this time were much worse than it was a year ago, since an examination of the books will show that our indebtedness to the bank has been increased. But I am positively of the opinion that if a true balance could be struck at this moment it would be found that we are richer by many thousands of dollars to-day than a year ago. The indisputable increase in the value of the Pavilion property by reason of the betterment of the business outlook in this city, and by the extension of the Panhandle, must be patent to an unbiased observer. So that the good times, which made the Fair a less attractive one than usual, on account of

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President's Report (Continued)

the fewer exhibits of machinery and the Industries, have increased the value of our Real Estate out of all proportion to the loss made by the Fair.

Time and experience both having now sufficiently demonstrated that one of our most constant and reliable sources of income in the past—our annual Expositions—has failed us, it will be seen that a complete and radical change of policy in the management of our resources has become an absolute necessity.

The question immediately arises: *What then can be done?* Fortunately we are so situated that we need not rely on our membership roll entirely to meet the many calls that are made upon our treasury, and our resources must be managed in such a way as to enable us to give the Library sufficient support to place it where it belongs—in the first and foremost position of importance in our affairs. A more fully equipped and better housed Library will of itself largely increase the membership roll.

As a business man there arise in my view but two propositions. The one is to sell those of our properties, outside of the Post Street building, which are at present wholly unproductive or but partially and insufficiently productive, and upon which the taxes are increasing year by year. The other, and to my mind the more soundly business like, is to improve those unproductive properties in such a manner as will give us a sufficient regular income for our current needs and allow us at the same time to create a sinking fund for the redemption not alone of the moneys which will have to be borrowed for the carrying out of those improvements, but of our present indebtedness.

As to the first proposition—to sell—I can only say that my deliberate opinion formed after many consultations with men of weight and knowledge in such matters, is that the present time is most unpropitious for such a step. A great change for the better has come over the prospects of this City within the last twelve or eighteen months. Especially the future, speculative, if you will, value of our Pavilion property, which we have clung to and paid taxes on all these years, has increased considerably over what it was a year ago. But not to such a degree to make it advisable for us to sell at the present time. If any property is to be sold, it must naturally first be the turn of the Folsom Street lot, the interest account for the money borrowed to buy which, is and has ever since its purchase been such an enormous drain on our treasury.

This brings me to the second proposition—that of improvements—one which I hope will be acted on and amplified by this and future Boards. I would rather see even our Larkin Street property sold than have it lie idle and a prey to the tax-gatherer.

It seems hard to realize that this Association is the owner of property having an approximate value of one million dollars, situated in the business part of the city, and that nevertheless, after paying the interest due on an indebtedness of about one hundred and fifteen thousand dollars, paying for repairs, salaries, taxes, etc., practically nothing remains.

Still, through a judicious elaboration by the Board of Trustees of the plan which I shall lay before you in regard to the Larkin street and Post street properties, I think that our difficulties will find a fairly ready solution.

I have omitted the Folsom street lot from consideration because, in my estimation, this Board, in expending about seven thousand dollars in improvements thereon during the past year, has done all that is, for reasons of location, presently possible to change a hitherto almost wholly unproductive property into one that will not only pay its taxes but also the interest on the outlay required to improve it, if not more.

First, in regard to the Post street property—where the plan proposed aims only partly at effecting a direct increase of revenue. I say "direct," because the main idea of the plan as to this building—to increase our library facilities, give more shelf room, more light and better ventilation and greater general comfort to the members of the Institute—will without a doubt *indirectly* increase our revenue, if carried out, by assuring a very large increase in the membership.

For some time past I have been in consultation with a well known architect, and now have the following ideas to lay before you in regard to this building: The whole structure should be strengthened by putting in steel framing sufficient to allow us to add one more floor—perhaps two, if our future requirements should show the necessity. This additional floor could be of a light steel and glass construction. Then remove the present main entrance, which is altogether too large, takes up a great deal of valuable space and cuts up the floor space, from its place in the middle of the building to the extreme east wall; put in an elevator, and then tear out the middle partition walls. This would, with the above mentioned one additional floor, give us three large and unbroken, well lighted and easily ventilated floors for our library, reading-room, chess-room, board-room, etc., and allow us, if deemed expedient, to remove the library entirely from the lowest floor and rent that space, just as we are now renting a smaller portion of that floor to the Mutual Savings Bank for $3,900 per year. There is great demand for stores on this block of Post street. The Mutual Savings Bank expects to move into quarters of its own some little time hence, and already we have an offer for the space to be vacated by it, at the same rental. The space that might be let on this floor exceeds that now occupied by the bank, and I believe that we should be able to obtain from $4,500 to $5,000 yearly rent from the same. Under favorable circumstances, especially if two floors instead of one are added—and if two suggestions that have hitherto been made, to wit: the removal of our class-rooms from the basement to the topmost story, and the removal from the library floors and basement to some space provided therefor at the Pavilion of the overflow of old books and of old and rarely referred to public records, are carried out—we may even rent the basement, in whole or in part, to our great financial advantage. With these alterations the Library proper would gain at least one-half of a floor in space. The cost has been estimated from $20,000 to $30,000, according as one or two floors are added. I can see no really pressing need of adding two floors at the present time. I do not think that the present necessities of our library proper go quite so far—unless the fact that we might rent one whole upper floor for many years to come, until our ever-growing library should need the space, would justify the additional expense, and it may well be considered whether it will not be an economy to strengthen the building for two additional floors if we are to go to the trouble and expense of strengthening it for one. And still, in my opinion, these alterations to the Post street building, however necessary they may be for our library proper, are of but secondary importance from a financial and income bringing standpoint when compared to the improvement of our Larkin street property. For I believe that we must for the time being subordinate every other matter to the stern obligation confronting us of placing the business affairs of the Institute on a certain and sure basis of profit.

Considering the enormous value of our Larkin street property as it stands to-day, it is safe to say that even when we were deriving what we considered a good profit from our Fairs, we did not obtain an adequate income from the Pavilion. Let us see whether we cannot change all this, and, as any business man would, try to work out a fair and steady income from this property instead of, as in the past, relying on the uncertain and, when made, dearly won profit of the expositions.

A committee of the Trustees has given the following ideas some little attention, and I hope that the conclusions arrived at, which are as yet but general, will meet with your

President's Report (Continued)

approval: It is proposed to alter the Larkin street front, and, if possible, the Hayes street annex of the Pavilion by erecting therein as many stores with tenements over them as the space will permit. This would mean from ten to twelve stores on Larkin street alone. These stores would have a depth of about sixty feet, and the fire ordinances could be complied with and the expense minimized by employing steel and glass extensively on the store fronts. There is some doubt whether the condition of the Hayes street annex front will allow of stores and tenements being put under its roof. An architect must determine this, and I believe that the above named committee has recommended that an architect be employed to determine this and other matters and to prepare suitable plans.

The main interior hall of the Pavilion would naturally be reduced in size by these alterations. There are several plans proposed in relation to this space. One idea is to floor over the nave of the Pavilion from gallery to gallery and seal over the inner roof, this making two halls, one of which would still be the largest place of assembly in the city. Another, and perhaps the more simple, is merely to seal over the inner roof, leaving but one large hall. Either of these plans would, I think, give us halls far more readily rentable than is the Pavilion as it now stands.

To-day the Pavilion has absolutely no proper acoustic qualities, and is, therefore, valueless for concerts, mass meetings, etc. The main entrance to these halls or hall could be made on Grove street, with side and rear entrances on Larkin, Hayes and Polk streets.

As to the cost of these improvements, it is difficult and almost impossible to estimate them at this time, and until the nearer details and possibilities of these various plans are deduced. But I have no hesitation at all in saying that the income to be derived from these improvements will be vastly in excess of the interest to be paid on money borrowed to effect them, and vastly in excess of what the Pavilion and the Fairs have brought us in by way of profit, averaging the last ten years. And I further believe that the income to be derived would give us a margin for the creation of a sinking fund to pay off by easy gradations the whole of our indebtedness. As the property stands now it is a drawback to the entire neighborhood. These improvements would put life into the surroundings by bringing business where there is none at present. The Mechanics' Institute would have an ample source of income and at the same time the value of our property would be much enhanced. Our library, which is of paramount importance, could receive the necessary support and maintain itself in its foremost position among libraries on this coast.

THE LICK FUND.

The statement as to the condition of this fund for the past year is as follows:

Balance March 1st, 1899	$3,467.34
Interest credited February 28th, 1900	229.65
	$3,696.99
Purchase of books charged to the fund during the year ending March 1st, 1900	575.69
Balance to credit of fund	$3,121.30

THE PAVILION.

The Pavilion was whitewashed throughout at a cost of $850, and many other minor repairs and improvements were effected.

THE FOLSOM STREET LOT.

The Folsom street lot was leased to the football managements of the two Universities last year, and this lease continues in force for the foot ball season of 1900. Fairly good rentals were obtained for the year—about $2,100. Improvements of a permanent nature, costing about $7,000, were made. This expenditure was necessary, and an investment, so as to enable us to lease the property at all. It has at last become, to some extent, productive. Beginning with January, 1900, the lot has been leased for two years to D. R. McNeill, for baseball and other athletic sports.

LEGAL MATTERS.

There are at the present time two actions pending against the Institute. One by W. B. Silver upon an alleged contract. The other by Joseph Seidl, on some differences in regard to privileges at the Fair. I am credibly informed that a determination of these suits favorable to the Institute is to be anticipated.

CLASSES AND LECTURES.

The classes in all the subjects have been regularly maintained and fairly well attended.

A number of most interesting free lectures were delivered during the year, and, to judge from the large attendance, were much appreciated by the members and friends of the Institute. A list of these lectures will be set forth in the report of the Librarian.

THE COMMERCIAL MUSEUM.

At the Convention of Delegates at the International Congress held at Philadelphia last year during the Commercial Museum Exposition, this association was represented, by request, by Professor George Davidson, who on his return presented his report and lectured before the Institute on the subject of the Philadelphia Commercial Museum. Subsequently your Trustees requested President Wheeler, of the University of California, to call a meeting of representatives of the quasi public associations in favor of creating in this city a Commercial Museum for the Pacific Coast, on the pattern of the one at Philadelphia. This matter is now well under way, and the Mechanics' Institute, having taken the initiative, it redounds to its credit. This was also the case in the formation of the State Water and Forest Society, in the executive committee of which the Board of Trustees is also represented. Your Board was of the opinion that everything furthering the interest of this city and State is something in which the Mechanics' Institute is directly interested, and should, if possible, take the lead, and it should remain in close touch and affiliation.

Since our last annual meeting we have to deplore the death of Mr. J. H. Culver, who was for many years our Secretary, and subsequently served on the Board of Trustees. In him the Institute has lost a true friend and an ardent supporter of its best interests. Befitting resolutions were passed by the Trustees, which were spread on the minutes and a copy sent to the bereaved family.

Mr. F. B. Graves, for many years our Assistant Librarian, accepted a call as Librarian to Alameda, and Mr. W. R. Williams accepted the same appointment from the Mercantile Library of this city. While we can but regret the loss of two so valuable employees, it is a compliment to the Institute that the choice should have fallen on two of its staff. Mr. J. H. Wood was promoted to the position made vacant by Mr. Graves, and the Trustees are convinced that they have made a good selection.

And now, in closing my report, let me acknowledge the deep feeling of gratitude and appreciation that prompts me to thank the members of the Board of Trustees, the officers, the Secretary, and all of the staff of the Institute, for the invariable courtesy, consideration and valuable assistance which I have received at their hands during the past year. And I also desire most heartily to thank you, the members, as well as them, for your patience and kind attention.

Respectfully submitted,

ERNST A. DENICKE,
President.

March 10th, 1900.

Mr. Alfred Cudge suggested that the opinion of each Trustee be obtained in regard to the disposition of the properties of the Institute and that their opinions be reported at the next Quarterly Meeting.

Judge's Report

The Judges of the last Annual Institute Election presented the following Report which was received adopted and ordered spread on the minutes.

San Francisco March 3rd 1900

To the Trustees of the Mechanics' Institute.

Gentlemen:— We have the honor to report that at the election of February 27th the following gentlemen were elected as Trustees, viz:- Messrs George Beaneton, James Kenby Cosgrave, P. J. Healy, Samuel L. Irving, Lewis R. Mead, Rudolph J. Taussig and George H. Wallis.

The election was conducted according to the proportional and preferential plan, there were 631 Ballots cast, but 9 of these were improperly marked, leaving 622 good Ballots. The quota was therefore 88. Mr. Cosgrave received on first choice 92 votes and Mr. Meade 93 votes.

The enclosed tabulation, corresponding with the tally lists shows the first choice votes and the manner in which the transfers were made.

Respectfully
Alfred Cudge
Henry Root Judges of Election.

Tabulation of Votes

Candidates	First Choice Votes	Transfer Meade Surplus	Transfer Cosgrave Surplus	Elim. Valentine	Elim. Cuvillett	Elim. Tickner	Real not elected	Total Elected
Beaneton G.	86		1	1				88
Cosgrave JK.	92							88
Cuvillett Wm	25		1				26	
Healy PJ	68			2	7	7		84
Irving SL.	58	2		6	8	14		88
Meade LR.	93							88
Taussig RJ	72	1		2	2	9		86
Tickner HL.	40	1		1	3		45	
Valentine R.	15		2				17	
Wallis GH.	73	1		4	4	6		88
Non Votes	9			1	2	9		21
	631	5	4	17	26	45		631

Folsom St.

Under New Business, Mr. P.J. Healy offered the following and moved its adoption.

Whereas, the Folsom St. Lot has cost this Institute in principal and interest more than $193.000 and is now costing us more than $7250 annually, and

Whereas, it is unreasonable to expect that said property can increase in value even one half the annual interest that it is now costing us

Therefore be it **Resolved** that the Board of Trustees are hereby requested and directed to sell and dispose of said lot as soon as possible.

P.J. Healy,

Mr. Faulman moved that the resolution lie over till the next quarterly meeting.

Mr. Doolan moved as an amendmend that the matter be referred to a special meeting of the members of the Institute to be called for that purpose. On a point of order the amendment was declared out of order. Mr. Faulman's motion was then carried.

Mr. W.L. Peet then presented the following

Amendment.

Amendments to the Constitution.

San Francisco March 10th 1900.

To The Members of the Mechanics Institute.-

I move to amend Sections 4 and 5 of Article IX of the Constitution by striking out the entire sections and substituting in their place and stead the following to be known as Sections 4 and 5 respectively,

Section 4. Nominations for the office of Trustee shall be made at the quarterly meeting of the members of the Mechanics' Institute to be held during the month of December of each and every year, or at any subsequent meeting duly called and held at least thirty days prior to the annual election.

Any member in good standing may nominate any member for the office of Trustee of the Institute, provided that each and every candidate so nominated shall file with the Secretary of the Institute at least twenty days prior to the day of election an acceptance of his candidacy, otherwise such nomination shall be void and of no effect, and provided further, that this shall not preclude any additional nominations by petition filed with the Secretary of the Institute at least twenty days prior to the day of election, and said petition shall be indorsed by twenty five members of the Institute entitled to vote at the ensuing election, and who shall indorse no other candidate's nomination.

Section 5. Ballots shall be provided by the Secretary of the Institute, and these ballots shall be uniform in size, color and weight of paper, and shall have no mark, printed character or design whatever on the back.

On the face of the ballot shall be printed the date of election, the number of Trustees to be voted for, and the names of the candidates

with address and occupation, and each name shall be arranged alphabetically on said ballot.

Each member entitled to vote shall have the right to vote for as many candidates as there are trustees to be elected, and if there be more names on the ticket than the number of trustees to be elected, he shall indicate the candidates he intends voting for by marking their names with a cross in the left hand margin of the ballot and in no other way.

All ballots with more marked names than the number of Trustees to be elected shall be rejected and not counted nor regarded other than as blank ballots.

In counting votes for trustees the names marked as required upon all ballots properly cast shall be counted and credited upon the tally sheet, and the candidates receiving the highest number of votes shall be declared elected.

The judges of election shall immediately file their report to the Board of Trustees with the Secretary. The poll list, tally sheet and ballots shall be placed in charge of the Secretary, and held by him subject to the order of the Board of Trustees.

The ballots after being securely sealed, shall remain in the custody of the Secretary for the term of six months from the day of election, and shall never be opened except in case of a contest for the office of trustee. At the expiration of the said six months they shall be destroyed. The poll list and tally sheet shall be opened to the inspection of any defeated candidate or any member of the Institute, under such reasonable regulations as the Board of Trustees may by a majority vote of its members determine.

Respectfully Submitted

W.L. Peet.

Amendment

And the following

San Francisco March 10th 1900

To The Members of the Mechanics Institute.-

I move to amend Section 3 of Article XII of the Constitution, by adding to the end of the section the following.

If the date for the Annual or Quarterly meeting

amendments continued.

of the Institute shall fall upon a legal holiday, the said meeting shall be held on the succeeding Saturday.

C. L. Peet.

Opening door.

Mr. J. Saulman presented the following and moved its adoption.

Resolved:- That it is the sense of the Mechanics Institute, that the door upon the second floor, leading to the Library Room, be kept open during Library hours, and the Trustees are hereby requested to cause the same to be kept open.

Respectfully Submitted
J. C. Saulman

S. F. Mch 10, 1900.

The motion to adopt the resolution was lost.

Amendments to be printed.

Mr. Peet moved that the Trustees be requested to have the amendments proposed at this meeting printed in the Library Bulletin for next June.

The motion was carried.

Mr. L. T. Compton called the attention of the Trustees to several matters which in his opinion deserved consideration, such as the reading room lights &c.

Trustees installed.

No further business appearing, the Chair stated that the next order of business was the Installation of the Trustees elected at the annual election held February 27th 1900.

The Installation Committee consisting of Joseph Britton, R. P. Doolan, and Henry W. Reid then administered the obligation as required by Section 7 of article IX of the Constitution to Trustees-elect, George Beaston, James Kirby Cosgrave, P. J. Healy, Samuel C. Irving, Lewis R. Mead, Rudolph J. Taussig and George H. Wallis, all of whom subscribed to the same and Mr. Britton then declared them duly installed Trustees of the Mechanics Institute.

The meeting then adjourned.

John Flemming
Secty.

Recording Secretary.

San Francisco, March 10th 1900.

In accordance with the provisions of Section 2 of Article VII of the Constitution of the Mechanics' Institute, the Board of Trustees of the Mechanics' Institute met this evening immediately after the adjournment of the annual meeting of the Mechanics Institute, the meeting was held in the office of the Mechanics Institute and was called to order by Trustee Kendrick.

Present Trustees Beaston, Brunt, Cosgrave, Denicke, Healy, Irving, Kendrick, McLaren, Mead, Neal, Plum, Taussig, Wallis, Wilson. 14 Absent. None.

The Chair announced that the meeting was held for the purpose of electing officers for the ensuing year, as provided in Section 1 of Article XI of the Constitution.

The Chair appointed Trustees Mead and Plum as tellers for the meeting.

Officers Elected.

For President.

Mr. Wallis nominated Trustee Ernest A. Denicke.
Mr. Cosgrave nominated Trustee Samuel C. Irving.

The Board then proceeded to ballot and the tellers reported that on the first ballot Mr. Denicke received 9 votes and Mr. Irving 5, whereon the Chair declared Mr. Denicke duly elected President.

For Vice-President.

Mr. Denicke nominated Trustee Rodney Kendrick.

On motion the Secretary cast the ballot of the Board and on the tellers report of 13 votes for Mr. Kendrick, the Chair declared him duly elected Vice President.

For Recording Secretary.

Mr. Wilson nominated Trustee George Beaston.
Mr. Plum nominated Trustee P. J. Healy.

The first ballot resulted in Mr. Beaston 7, Mr. Healy 6, Blanks 1.

Mr. Healy then withdrew his name and on motion the Secretary cast the ballot of the Board, and on the tellers report of 13 votes for Mr. Beaston, the Chair declared him duly elected Recording Secretary.

For Corresponding Secretary.

Mr. Plum nominated Trustee Walter N. Brunt. On motion the Secretary cast the ballot and on the tellers report of 13 votes for Mr. Brunt the Chair declared him duly elected Corresponding Secretary.

For Treasurer.

Mr. Neal nominated the First National Bank of San Francisco. On motion the Secretary cast the ballot and, on the ~~Chairmans~~ tellers report of 14 votes for the 1st National Bank, the Chair declared it duly elected Treasurer.

The meeting then adjourned.

John Flemming
Secretary.

Geo. Beaston
Recording Secretary.

Mch 20, 1900.

San Francisco March 20th 1900.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 7:30 P.M. Present Trustees Beanston, Brunt, Cosgrave, Irving, Kendrick, Neal, Plum, Taussig, Wallis, Wilson, Mr. President (11) Absent Trustees Healy, McLaren, Mead (3)

The minutes of the meetings of March 6th and 10th last were read and approved Mr. Healy entered.

The President then called on Mr. A.B. Davis a member of the Institute who was present to state his reasons for appearing before the Board. Mr. Davis presented the following letter which was read.

Complaint against Barry

Complaint against James H. Barry.

S.F. March 12, 1900.

To The President and Board of Trustees Mechanics Institute.

Gentlemen:- I desire to call your attention to the grossly improper conduct of a member, Jas. H. Barry, at the meeting of the Institute on Mch. 10, 1900, & refer to Article 15 Sec 1. of the Constitution for warrant for expulsion of said Jas. H. Barry. I ask that action be taken in this matter, and as most, if not all of you, were present, you are familiar with the circumstances & need no formal testimony.

Expulsion asked

Yours respectfully,
A.B. Davis.

The following letter was also read.

S.F. March 12th 1900.

To The President and Trustees of the Mechanics Institute.

Gentlemen:- On Saturday last 10th instant, I attended a meeting of the Institute in the evening at which there was much disorder with an evident intention of not complying with the rules or direction of the Chairman. One individual announced that he would speak without regard to rules or order whether they wanted him or not. Mind you this was after the chair had called for a vote on the previous question and before he could announce the result. Article XX of our Constitution provides for such cases, and I think it the duty of the Trustees to investigate and if parties are found guilty to see that they do not go unpunished, as order is an important element in our business as well as our good name.

Respectfully Submitted C.L. Taylor.

The matter of acting on the requests as made in the letters was on motion deferred to the next meeting, and it was ordered that Mr. Barry be notified to that effect and that he be requested to attend that meeting.

The President announced that he had appointed the following Standing Committees for the year.

(see next page for list of Committees)

Mch 20/1900.

Standing Committees.

Committees.

Finance	Kendrick,	Neal,	Taussig
Buildings and Repairs	McLaren,	Irving	Mead.
Library	Irving	Healy,	Taussig
Lectures and Classes	Wilson	Cosgrave	Neal
Printing and Advertising	Brunt	Beaneton	Cosgrave.
Pavilion	Plum,	Wallis	Mead
Folsom St. Lot	Wallis,	McLaren.	Beanston.
Employees	Healy,	Mead	Irving
Management	Taussig	Wilson	Plum, Healy, Neal.
Exhibits	Cosgrave	Beanston,	Wilson
Machinery	Mead,	Wallis,	Plum
Art	Neal,	Healy,	Kendrick
Music	Kendrick	Brunt	McLaren
Tickets and Admissions	Beanston,	Kendrick,	Brunt.

The Librarian presented the following names as having joined the Institute, all of which were on motion approved.

New members.

New Members.

J.P. Cochran	R.N. Borkin	Mrs J.N. Goldman
Miss N.M. Dodge.	Richard Derby.	Geo. K. Davol
Edw. J. Barnes	Miss Linda Pritchard	Geo. Cabot Thompson
Samuel D. Rees	Wm H. Moreland	Wallace Anderson
Eliz M. Johnson	John G. Wilkie	M. J. Sideman
Paul Shoup	W. J. Bowe	Archie Cook
W.N. Reynolds	Herman Barth	Sophy E. Reynolds
L. Rhodes	Mrs Jessie Young Cramer	Frank S. French
G.D. Edwards	Miss Lucy E. Ladd	J.F. Berlein
Oscar F Svenson	Melville Auerbach	Miss M.S. Pratt
Mrs F.H. Bowers		

The Secretary presented the following

Expert.

Experts Report, which was received and referred to the Finance Committee. S.F. Mch 10/1900.

Board of Directors, Mechanics Institute.

San Francisco Cal. Gentlemen:- This is to certify that I have made a careful examination of the books and records of the Mechanics Institute, for the period of three months, beginning with December 1st 1899, and ending with Feb 28th, 1900.

The cash records and vouchers of the Librarian's office have been compared and these again with the books and records of the Secretary's office. Also the Books of the 31st Industrial Exposition including Cash Records, vouchers &c have been examined.

I therefore certify that all said books and records are correct, and that the accompanying trial balances properly show the assets and liabilities of the Institute. Yours very Respectfully H.W. Griffith acct.

Lecture

Mr. W. Shew then addressed the Board in reference to giving a lectures for the Institute. Mr. Shews proposition was referred to the Committee on Lectures and Classes.

Delegate to Trans-Miss.

A letter was read from the National Irrigation Society, requesting the Institute to send a delegate to the Trans-Mississippi Congress, to be held at Houston Texas, April 17th & 21st 1900. On motion the letter was ordered acknowledged, and the matter of having the Institute represented was left in the hands of the President.

By-Law amendment adopted.

The Amendment to the By Laws proposed by Mr. Wilson at the meeting on January 16th last to Section 2 of article I of said By-Laws, was then considered, and on motion the Amendment was adopted.

"Perpetual Memberships"

A discussion then ensued on the recommendations made at the last Annual meeting of the Institute, the proposition contained in the Librarian's Annual Report to establish "Perpetual Endowment Memberships" was first considered.

Mr. Wilson moved that the matter of Perpetual Endowment Memberships be referred to the Committee of the Whole to be taken up at a subsequent meeting. Mr. Healy moved as an amendment that the matter be referred to the Library Committee. The motion was lost.

Mr. Wilson's motion was carried.

The President was requested to ascertain what bearing the Law would have on the matter in case such memberships were established.

Improving Properties

In regard to the President's suggestions made in his Annual Report about altering and improving the Library Building and the Pavilion, the President suggested that the matter of altering the Library Building be referred to the Buildings and Repairs Committee, and the matter of altering and improving the Pavilion to the Pavilion Committee.

Mr. Wilson moved that the matter of altering the Library Building be referred to the Buildings and Repairs Committee, to be reported on at the earliest possible time, and that the matter of altering the Pavilion be referred to the Pavilion Committee.

Mr. Plum moved as an amendment that the matter of improving and altering the properties of the Institute be referred to a special Committee of five.

The motion as amended by Mr. Plum was carried.

— Mr. Wilson withdrew —

Comm'ee Imp. Properties.

The Chair appointed as the Committee on Improving the Properties as just carried:- Trustees Irving, Plum, Healy, Taussig, Wallis.

Mr. Beaston presented the following resolution which was referred to the Buildings and Repairs Committee with power.

S.F. Mch 20th, 1900.

Works &c in Ladies Room.

Resolved:- That the Building and Repairs Committee be authorized and requested to have a small shelf and a few cloak hooks placed in each of the water closets used by the Ladies in Mechanics Institute Building.

Geo Beaston.

Linoleum 3rd floor.

Mr. Brunt called the attention of the Board to the fact that in his opinion the third floor reading room needed linoleum, and that the water closets on the third floor needed varnishing and painting.

On motion the matter of the closets was referred to the Buildings and Repairs Committee with power, and the matter of putting linoleum on the reading room floor was referred to the same Committee to report on.

Forum Club want Pav.

Mr. Kendrick stated that the ladies of the Forum Club requested the use of a small portion of the new Art Gallery to exhibit a collection of articles to the public, and on motion the matter of giving them the space was referred to the Pavilion Committee with power.

Amend to By-Laws.

Mr Healy presented the following

Amendment to the By Laws.

San Francisco March 20th 1900.

Board of Trustees Mechanics Institute S.F.

Gentlemen:- I hereby move to amend Section 1. of article IX of the By Laws by striking out of the Section the following sentence. "He shall attend exclusively to the business of the Library, and shall keep such office hours as the Board of Trustees shall prescribe." and substitute in its place and stead the following. "He shall be at the Library on duty from 9 a.m. to 12 m., and from 2 to 6 P.M. each day (Sundays and holidays excepted), and from 7 to 10 P.M. on Tuesdays, Thursdays and Saturdays, and during such time he shall attend exclusively to the business of the Mechanics Institute." P.J. Healy.

Charges against Librarian

Mr Healy presented the following

Charges against Librarian Teggart.

San Francisco March 20, 1900.

To The Board of Trustees of the Mechanics Institute.

I hereby charge Mr. P.J. Teggart Librarian.

1. With general inefficiency in the management of this Library.
2. With conduct unbecoming an employee of this Institute.
3. In interfering with and hindering Trustees of this Institute in the performance of his lawful duty.

And I ask that a Committee of three be appointed by this Board to investigate said charge among other evidence to substantiate the above charges I cite Messrs. Horace Wilson, Rodney Kendrick and Walter N. Brunt.

P.J. Healy.

Mr Plum moved that a Committee on Investigation of the Charges be appointed by the Chair. The motion was carried. The Chair appointed as the Committee - Messrs Plum, Irving, Taussig.

Mrs Southworth motion to reinstate

Mr. Healy moved that the Board reconsider its action at the meeting of Feb 20th last, whereby it declared the position of Mrs Southworth vacant.

Mrs. Southworth.

The motion was declared out of order.

Mr. Healy moved that Mrs. Southworth be re-instated.

Mr. Taussig moved that the motion be referred to the Employees Committee with power.

Mr. Neal moved as an amendment that Mrs. Southworth be continued in her position until the report of the Employees Committee and that the motion be referred to the Employees Committee with instructions to report at the next meeting.

The motion as amended by Mr. Neal was carried by the following vote:- Ayes:- Beaneton, Brunt, Healy, Neal, Plum, Wallis (6) Noes. Cosgrave, Irving, Kendrick, Taussig, Mr. President (5).

Apology for Bulletin Article.

In the matter of an apology for having published an article in the Library Bulletin, for presenting which further time was allowed the Library Committee at the meeting of March 6th Mr. Brunt presented the following which was adopted.

San Francisco Mch 20/1900.

To the Board of Trustees

Mechanics Institute. Gentlemen.- Your Library Committee desires to express regret that any member of the Board should have occasion to take exception to any article published in the February Library Bulletin.

Walter N. Brunt

R. Kendrick, Library Committee.

Mr. Healy then presented a minority report on the same matter signed by himself. A point of order by Mr. Beaneton that the minority report could not now be presented was sustained. Mr. Taussig moved that Mr. Healy's minority report be heard. The motion was lost by the following vote. Ayes, Trustees Healy, Neal, Plum, Taussig (4) Noes. Beaneton, Brunt, Cosgrave, Irving, Kendrick, Wallis, Mr. President, (7).

Healy and his reports.

Mr. Healy inquired if he could read certain reports which he had prepared as a minority of the Library Committee. On Mr. Cosgrave's objection they were not read.

Order at the meetings.

Mr. Irving spoke of having better order at the Institutes Quarterly Meetings, and of preventing the presence of non-members. On motion the matter was referred to the Employees Committee.

Cosgrave's Views.

Mr. Cosgrave then proceeded to address the Board. Mr. Healy objected to Mr. Cosgrave speaking when there was no motion before the house. Mr. Healy then moved that Mr. Cosgrave be allowed to speak, the motion was carried. Mr. Cosgrave then addressed the Board, stating his views on various matters, especially in relation to the expenditures for books for the Library. Mr. Healy spoke on the same subject.

The meeting then adjourned.

John Kemmy
Secty

Geo. Beaneton
Recording Secretary.

San Francisco April 3rd 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock- Present Trustees - Beaneton, Healy, Irving, Kendrick, McLaren, Neal, Taussig, Wallis, Wilson, McPresident (10) Absent Trustees Brunt, Cosgrave, Mead, Plum (4).

The minutes of the previous meeting were read and approved.

Mr. Brunt entered.

Nat'l Ath. Club Rent.

A letter was read from the National Athletic Club, stating that they desired to rent the Pavilion as regular tenants, using it for all of their boxing contests providing a reasonable rate was made for rent. Mr. Broom of the Club addressed the Board on the matter. Consideration of the matter was laid over till later in the evening.

The Finance Committee presented the following Report.

San Francisco April 3, 1900.

Board of Trustees Mechanics' Institute.

Gentlemen.- Your Finance Committee reports as follows,

There is cash on hand tonight. —— —— —— $ 2414.65

1. Your Committee recommends for payment tonight pay roll of Employees amounting to $ 1050.75 and the Librarians petty cash bill of $ 28.72 making a total of $ 1079.47. The Collectors for the next few days will be enough to pay this amount.

Salaries pd 1st of mo.

2. Your Committee recommends that hereafter the monthly salaries of the employees be paid on the first of each month for the preceding month, and that on the approval of the monthly pay roll by the Employees Committee and the Finance Committee, that the President and Recording Secretary be authorized to sign and deliver the checks to the employees for their salaries.

Insurance on Books

3. The insurance on the books in the Library now carried amounts to $ 60,000. This will all expire within about a month. Your Committee is of the opinion that $ 60,000 is too much insurance to carry on the books, and we would request instructions from the Board as to the amount of insurance to carry. The rate of insurance is 1 per cent.

Book appropriation.

4. Your Committee recommends that the sum of $ 2500 be appropriated to the purchase of books during the next six months, said amount to be spent in equal monthly installments, as nearly as possible, the list of books to be subject to the usual approval of the Board.

Delinquents

5. In regard to delinquent members.- There are now on the list 121 members delinquent for 9 qrs.
87 " " " 8 "
65 " " " 7 "
55 " " " 6 "
72 " " " 5 "

We recommend that a letter be sent to as many of these as can be reached, requesting them to pay their dues, and notifying them that if not paid by May first, they will be dropped from the rolls, and we further recommend that all of those members who have not paid up such delinquency by the first of May next, shall be dropped from the Roll. Respectfully R. Kendrick, Robt. Neal, R. J. Taussig, Finance Com.

The first recommendation to pay the bills was carried by the following vote:- Ayes, Beanston, Brunt, Irving, Kendrick, McLaren, Neal, Tansig, Wallis, Wilson, Mr. President; Mr. Healy voting 'no' on the two items in the pay roll voucher of salaries of P.J. Schlobach and Miss S. Huntington and aye on all other bills.

The second recommendation in regard to payment of salaries was on motion adopted.

In regard to insurance on the Books in the Library, the amount of insurance to be carried hereafter was on motion fixed at $40,000.

The recommendation for an appropriation for the purchase of books was, at the request of the Library Committee laid over till the report of that Committee on the same subject was reported on later in the evening.

The recommendation in regard to delinquent members was amended & changing the time of dropping the delinquents from May 1st to June 1st and was then adopted.

Mr. Cosgrave entered.

Complaints against Jas H Barry see pp 209.

On motion, the regular order of business was suspended, and the complaints of A.B. Davis and C.L. Taylor as read at the last meeting alleging disorder at the recent Institute annual meeting were considered. The letters of Messrs. Davis and Taylor as read at the last meeting were again read.

Mr. Irving moved that the Board of Trustees proceed to investigate the charges alleged in the letters. The motion was carried.

Mr. James H. Barry, the party charged in the letter of Mr. Davis with grossly improper conduct was present and Mr. Henry N. Reid was present and stated that he appeared for Mr. Barry. Mr. A.B. Davis writer of the letter was also present.

Mr. Reid objected to there being no specific charge against Mr. Barry.

The President called on Mr. Davis who declined to make any further charge than that contained in his letter.

Mr. Wilson moved that the Board proceed with the regular order of business. The motion was carried.

The Committee on Buildings and Repairs presented the following Report, which was laid over until the report of the Committee on Institute Properties.

S.F. April 3rd 1900

To The Board of Trustees, of the Mechanics Institute,

Lib Bldg, see p. 206.

Linoleum, Painting &c

Gentlemen,- Your Buildings and Repairs Committee reports as follows.

1st In the matter of the hooks and shelves for the ladies closets we report that they have been put up.

2nd In regard to painting the men's closets on the Third Floor, and the matter of linoleum for the Reading Room on the third floor, your Committee reports as follows:- We recommend that these closets be painted, and that new linoleum be put down on the main room on the Second Floor, and that some of the linoleum taken up from the main room on the Second Floor be used on the floor of the Reading Room on the Third floor, and that the hallways of the Library Building be cleaned and painted and the stairways re-loaded where necessary.

All of these recommendations are made subject to the report of the Committee appointed at the last meeting of the Board in the matter of the

Institute properties. If said Committee reports to the Board in favor of putting in an elevator, and adding another storey to the Library Building and the report is adopted, your Committee does not think that the changes recommended here should be made; but if the Board of Trustees decides not to put an additional storey on & an elevator in the Building, then your Committee is of the opinion that the improvements herein recommended should be made.

In regard to re-upholstering the Library Chairs already ordered, it will cost about $200 and we recommend that the same be done at once

Respectfully
John H McLaren
Chm Bldg & Repairs Com.

Library Com $50 Request books

The Library Committee recommended the purchase of books amounting to $105.92. The recommendation was adopted by the following vote: Ayes, Beanston, Brunt, Cosgrave, Healy, Irving, Kendrick, McLaren, Neal, Tansig, Wallis, Wilson, Mr. President. (12) Noes none.

Mr. Clum entered.

The Library Committee presented the following **Report**.

San Francisco April 3rd 1900.

To The Board of Trustees
Mechanics' Institute SF.

Gentlemen,-

The Library Committee recommend -

1st - That the Librarian be permitted to purchase books to the amount of Fifty dollars per month, said books being such as are required immediately to fill requests entered upon the Request Book.

$500 per mo. for books

2nd That this Committee be permitted to purchase books to the amount of Five Hundred dollars per month, exclusive of the sum allowed for current periodicals, subject to the usual approval of the Board. The reasons for this recommendation are set forth in a supplemental report submitted herewith.

Complaint box

3rd That a complaint or suggestion box be placed in the main room of the Library, so that members so desiring may communicate their wishes or state their complaints under seal, these communications to be considered confidential, and the key of the box to be in the possession of the Chairman of this Committee.

Binding

4th That immediate attention be given to the rebinding of all books needing same and also to the binding of newspapers and periodicals

Respectfully Submitted - J.G. Irving.
P.J. Healy
R.J. Tansig Library Com.

Supplemental Report of Library Committee.

San Francisco April 3rd 1900.

More books needed.

Board of Trustees, Mechanics' Institute

Gentlemen,- In pursuance of the general demand that something be done for the Library, we have investigated that portion of the finances relating to it. In presenting the following we

apr 3/1900.

have taken only such figures both in receipt and expenditures properly belonging to the Library and Post St. property in which it is located. We are well aware of the debt accruing upon the Folsom St and Larkin St. properties and regret very much that we derive no income from the large amount invested. Should no plan be adopted in Unearned increment. reference to these properties, we must trust to the "unearned increment" to offset the deficit.

Estimate

Estimated Receipts from Dues		$ 19,500	
	Entrance Fees	700.	
	Fines, Etcas &c	1200.	
	Rents	3900	$ 25,300
Estimated Expenditures	Salaries	7,800	
	Taxes on Building & Books	1635	
	Fuel	100.	
	Insurance	565.	
	Water	250	
	Lighting	1400.	
	Sundry Expenses	1,200	
	Printing, Stationery	900.	
	Library Bulletin	150.	
	Classes	450.	
	Lectures	200.	
	Binding	1200.	
	Periodicals	1800	$ 17,550
Leaving an estimated surplus of			$ 7,750

We earnestly recommend that of this estimated surplus at least $6000 or $500 per month be placed at the disposal of the Library Committee for the purchase of books as in their judgment may seem best, subject to the usual monthly approval by the Boards. By this method better results will be obtained. It will inaugurate a proper system in the purchase of books.

We need books, new books and many books.

The money received from members must be applied for their benefit.

They pay their dues for the privilege of using books and periodicals and it is our duty to see that the shelves are stocked with the best literature of the day in all its branches.

We further recommend that in expending the balance of the estimated surplus amounting to $7,750 the comfort of the members must be considered.

In conclusion we beg to state our firm conviction that a good Library, comfortably housed, is best means of keeping the old members and obtaining new ones.

Respectfully Submitted
D Ewing
P J Tassig
P Healy
} Library Committee.

The main report of the Committee was then acted on.

The first recommendation was adopted.

In place of the second recommendation, Mr. Kendrick moved the adoption of the recommendation made in paragraph 4 of the Finance Committee report in the

apr 3/1900.

evening. The motion was lost by the following vote:- ayes:- Brunt, Kendrick, McLaren, Neal (4), Noes, Beanston, Cosgrave, Healy, Ewing, Plum, Tassig, Wallis, Wilson (8) declined to vote Mr. President (1).

The second recommendation of the Library Committee was then adopted by the following vote, ayes, Beanston, Brunt, Cosgrave, Healy, Ewing, Kendrick, Plum, Tassig, Wallis, Wilson Mr President (9) Noes Mr Laren, Neal (2)

Mr Brunt withdrew.

The third and fourth recommendations were adopted.

Bids for Binding

Mr Neal moved that the Library Committee be instructed to obtain bids for binding for another year, the motion was carried.

Lectures to be cont'd.

For the Committee on Lectures and Classes, Mr Wilson presented the following Report

San Francisco April 3/1900.

Gentlemen:- Your Committee on Lectures and Classes have held two meetings since the last meeting of the Board, and have agreed in the conclusion to recommend to the Board that the Lecture course for the season close with the next lecture- Saturday April 7th.

Respectfully Submitted
Horace Wilson
Robt W Neal (Com on Lectures and Classes

Mr Cosgrave of the Committee presented the following **Minority Report.**

San Francisco April 3rd/1900.

I would like to hear the pleasure of the Board before recommending the discontinuance of the course of lectures on April 7th 1900. I consider the Lectures are a part of work of the Institute and are looked forward to with interest by many of our members and should be continued at intervals throughout the year.

James A Cosgrave, member Lectures & Classes Com.

On motion the minority report was adopted by the following vote, ayes, Cosgrave, Healy, Ewing, Plum, Tassig, Wallis (6) Nols, Beanston, Kendrick, McLaren, Neal, Wilson (5) declined to vote, Mr President (1).

Pavilion Nat'l Ath. Club Sidewalks repaired

Pavilion Committee. The proposition of the National Athletic Club was referred to the Committee with power.

Mr Plum stated that some of the sidewalks on the Pavilion Blocks needed immediate repairing and on motion the matter of repairing the sidewalks was referred to the Pavilion Committee with power.

Mrs Neills bldg at Folsom 16th.

Folsom St Lot Committee. - Mr. Wallis presented two letters from Dr McNeill, lessee of the lot, stating that he would like to erect a building at the corner of 16th & Folsom Sts providing he be allowed to remove it at the end of his lease, or that he be partially re-imbursed for his outlay. The matter was referred to the Folsom St Lot Committee with instructions to obtain a more definite proposition from Mrs McNeill.

Order of the meetings

The Employees Committee presented the following report, which was adopted.

San Francisco April 3rd/1900.

Bd Trs Mechanics Institute Gentlemen:- Your Employees Committee to whom was referred the

matter of maintaining better order at the quarterly meetings of the Institute recommends that at the future meetings of the members the assistants in the Library having charge of the members Ledger be present at each meeting with the Ledger in order to prevent any but members in good standing from voting.

Respectfully Submitted
P J Healy
F C Ewing } Employees Committee.

Southwood case.

The Employees Committee presented the following report, and on motion further time as requested was granted.

San Francisco April 3rd 1900.

Board of Trustees, Mechanics Institute.

Gentlemen:— In the matter of the employment of Miss Southwood in the Library, your Committee reports progress and requests further time in the matter, as your Committee believes that the efficiency of this Library will be promoted by considering her case in connection with the whole subject of Library Employees and for this purpose we desire to wait the return of Mr Mead in order to have a meeting of the whole committee.

P J Healy
F C Ewing } Employees Committee.

For the Special Committee on Institute Properties, Mr Ewing reported progress.

The Report of the Building and Repairs Committee then came up for action and the recommendations made by the Committee in the second paragraph of the report laid over from the earlier part of the meeting was adopted.

On motion of Mr Kendrick the matter of re-adjusting the lights of the Library Building was referred to the Building and Repairs Committee with power.

Charge against Teggart

The Special Committee on Investigation of the Charges against Librarian Teggart, preferred by Mr Healy presented the following report, which was on motion adopted.

San Francisco April 3, 1900.

To The Board of Trustees Mechanics Institute.

Gentlemen:— Your Committee appointed at the meeting held March 20th 1900 in regard to charges preferred by Trustee P J Healy against the Librarian Mr W J Teggart, have carefully investigated the charges, weighed the evidence submitted, and after due consideration beg to report as follows:—

In reference to charge I. General inefficiency in the management of this Library,

We find the charge not proven.

Charge II Ubek conduct unbecoming an employee of the Institute,

We find the charge not proven.

Charge III. Your committee finds that the information received not having been requested of the proper authority, the charge of interfering with and hindering a trustee of this Institute in the performance of his lawful duty is not sustained.

We therefore recommend the adoption of the following resolution:—

Teggart exonerated.

Resolved that the Librarian Mr W J Teggart be and he is hereby **exonerated** from all the charges preferred by Trustee P J Healy.

Respectfully Submitted
Chas M Plum
P J Taussig
F C Ewing } Committee.

Mr Cosgrave withdrew.

Perpetual Membership.

The Librarian presented his report for the month of March. The report contained a number of facts about the plan for Perpetual Endowment Memberships

The report was received and the following persons mentioned therein as having joined the Institute were on motion approved.

New members.

New Members.

Jos C Herold	Thurston Peale	Edw L Holmes
Morris Isaacs	Geo Faber	Miss Elizabeth M Caverly
Alexander C Hulls	Albert Raymond	James N Griffith
Frank Steinberg	W R Henry	Clayton B Mullan
T D Black	L B Raymond	Jno C Lynch
Miss Mary Anne Hart	H C Whittemore	Samuel Martin
Benjamin C Donham	Mrs A A Moore Jr.	

Secty.

The Secretary presented his report for the month of March which was received and ordered spread on the minutes.

San Francisco April 3rd 1900.

Board of Trustees Mechanics Institute.

Gentlemen:— I submit herewith financial statement for the month of March 1900,

March 1st 1900. Cash on Hand. $ 596.92

Receipts.

Dues		2226	
Entrance Fees		56.	
Life Membership		50.	
Book Postage Fines & Offices		93.25	
Classes		10.50	
Library Bulletin		10.35	
Mutual Saving Bank		325.	
Folsom St Lot		1.50	
Bills Payable		2000.	
Expense Sale of Waste Paper		21.60	
Pavilion			
Rents Pavilion	877.50		
" Hays &	369.50		
Gas	172.60		
Faucets	19.20		
Damage	12.90		
Water	25.		
Lighting	32	1528.70	6318.90
			6915.82

Secty' (Secty's Report contd)

Expenditures

Binding			546.9
Books			1195.48
" Lick Fund			197.60
Classes			60.
Fence			152.32
Fuel			56.78
Furniture			58.40
Interest			70.
Lectures - Quarterly			28.50
Library Bulletin			83.
Lighting			318.15
Music			44.
Periodicals			99.02
Printing Stationery			118.32
Salaries Institute			150.
" Library			709.50
Water			62.60
Folsom St Lot	Wages	40	
	Improvements	373.30	
	Insurance	50.	
	Interest	1000.	
	Water	8.95	
	Sundry	6	1478.25
Pavilion	Wages	90.	
	Gas & Electricity	191.	
	Mantels	14.	
	Repairs	58.75	
	Water	18.	
	Telephone	9.10	
	Sundry	25.95	
	Hayes St Water	21.60	
	" Repairs	105.75	534.15
			6815.42
March 31. 1900 Cash on Hand,			100.40
			6915.82

Summary of Receipts and Expenditures

		Expenditures	Receipts
Library			
Receipts	2788.70		
Expenditures	4803.02	2014.32	
Folsom St Lot			
Receipts	1.50		
Expenditures	1478.25	1476.75	
Pavilion			
Receipts	1528.70		
Expenditures	534.15		994.55
Receipts Bills Payable			2000.
Cash used		34.91.07	496.52
			3491.07

Respectfully Submitted
John Cummings
Secretary.

Johnson Lecture

A letter from N. Digby Johnston requesting to be allowed to give a lecture before the Institute was read and referred to the Committee on Lectures and Classes.

Bureau of Information.

Mr. Walls presented a letter containing a proposition for organizing a Bureau of Information in connection with the Commercial Museum about to be established in this city. On motion the letter was referred to the Committee on Commercial Museum appointed from the members of the Institute.

Organization of Secretaries

A letter was read from the Secretary of the Vandalia Chamber of Commerce to the Secretary of the Institute, suggesting the organization of the Secretaries of the various Commercial bodies on the Coast. Mr Wilson moved that the letter be referred to the Recording Secretary. Mr Beaneton moved to amend by referring to the Corresponding Secretary. Mr Beaneton's amendment was adopted and the motion as amended carried.

The amendment to the By Laws proposed by Mr Healy at the last meeting was on motion laid over till the next meeting

Barry speaks.

Mr Irving moved that Mr James V. Barry be given an opportunity to address the Board in relation to the matter of the letter referring to his conduct at the recent Annual Meeting of the Institute, on account of which letter Mr. Barry was present. The motion was carried.

Mr Barry then addressed the Board.

The meeting then adjourned.

John Cummings
Secretary,

Geo. Beaneton
Recording Secretary.

April 17/1900.

San Francisco April 17th 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock. - Present Trustees, Beanston, Cosgrave, Healy, Kendrick, McLaren, Mead, Taussig, Wallis, Wilson, Mr. President (9) Absent Trustees Brunt, Deering, Neal, Plum (4).

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following Report.

San Francisco April 17th 1900.

To The Trustees of the Mechanics' Institute.

Your Finance Committee presents the following bills and recommends that they be paid.

bills

	$
Taxes 1/2 for 1899-	2912.84
A.W. Stott	12,
Jos. Cuffett	66.
Sunday lecturers	76,
	3054.84

There is cash on hand tonight amounting to $ 40,

It will be necessary in order to pay these bills & borrow three thousand dollars and we present the following resolution and recommend its adoption.

$3000 borrowed

Resolved, that the President and Recording Secretary of this Corporation, the Mechanics Institute of San Francisco, be, and they are hereby authorized and empowered, to borrow of the First National Bank of San Francisco, Cal. a sum not to exceed three thousand Dollars, at such rate of interest as they may deem expedient, and that the President and Recording Secretary be and they are, hereby authorized and empowered to make and deliver to the lender the promissory notes of this corporation for such sums as may be required."

Rates in Muirheads rent

Your Committee is of the opinion that the sum of $200 per month rent paid by tenant Muirhead for the Corner of Hayes and Larkin Sts, running about 90 ft. on Hayes St. is not enough, and we recommend that from and after June 1st next, the sum of $300 per month, pound rent be charged,

Atty re ownership Buildings on Hayes st.

We recommend that this Committee be authorized to consult an attorney and ascertain the question of the ownership of the buildings now occupying the land rented to tenant Muirhead.

Respectfully Submitted
Rodney Kendrick
R.J. Taussig
Robt W. Neal Finance Committee.

The recommendation to pay the bills was adopted by the following report vote. ayes. Beanston, Cosgrave, Healy, Kendrick, McLaren, Mead, Taussig, Wallis, Wilson, Mr. President, Neal (9) Noes None. Mr. Neal entered.

The recommendation to raise the rent of tenant Muirhead, was then considered, Mr. Healy moved as an amendment that the rent be raised to $250 per month. the amendment was lost. Mr. Beanston moves that action on the recommendation be postponed until the next meeting, and that the Secretary be instructed to communicate a copy of the resolution to Mrs. Muirhead, and that she be requested to give reasons, if any in

April 17/1900.

writing why the rent should not be raised. Mr. Beanston's motion was carried.

The resolution to borrow $3000 was adopted by the following vote,- ayes, Beanston, Cosgrave, Healy, Kendrick, McLaren, Mead, Neal, Taussig, Wallis, Wilson Mr. President (11) Noes None.

The recommendation to consult any attorney as to ownership of buildings on Pavilion lot was adopted.

Mr. Kendrick, for the Committee presented the bill of John Tuttle for $115.80 for filling in on the Folsom St. lot, and recommended its payment. The bill was ordered paid by the following vote. ayes, Beanston, Cosgrave, Healy, Kendrick, McLaren, Mead, Neal, Taussig, Wallis, Wilson, Mr. President. (9) Noes None.

Library Committee - Mr. Healy for the Committee recommended the purchase of books amounting to $168.70; the Committee recommendation was adopted by the following vote:- ayes, Beanston, Cosgrave, Healy, Kendrick, McLaren, Mead, Neal, Taussig, Wallis, Wilson, Mr. President (11) Noes None.

Mr. Healy for the **Library Committee** presented the following Report.

San Francisco April 17th 1900.

To The Trustees of the Mechanics' Institute.

Librarian's desk moved

Gentlemen:- Your Library Committee begs to report that in their opinion the Librarian's office as at present located, has neither sufficient air, light nor space and is very inconvenient for members desiring to consult the Librarian, we therefore recommend that his office be moved to the main Library room on the second floor and a rail placed around the space selected.- Should this be adopted, we suggest that the main door on the second floor remain open during the day.

Door on 2nd floor opened

Reference room partially re-established

We further recommend the re-establishment of the reference room for books of general reference not otherwise classified, and that books for reference now placed with the others upon the same subject, be plainly marked as such.

Bulletin of office hours.

We also recommend that the Librarian be instructed to place a bulletin in some conspicuous place, stating the office hours of the Librarian and the Secretary, and also the hours in which each assistant is on duty in the Library.

Respectfully Submitted.
P.J. Healy
R.J. Taussig, Library Committee.

On motion the report was taken up seriatim and all of its recommendations were adopted.

Mr. Wilson for the Lecture Library Committee reported against the request of N. Digby Johnson to be allowed to give a lecture before the Institute.

Employees com, re Mrs Southworth

For the **Employees Committee**, Mr. Healy presented the following report.

San Francisco April 17th 1900.

Board of Trustees Mechanics' Institute:-

Gentlemen - Your Employees Committee begs leave to report that we have considered the matter of Mrs. Southworth and other employees of the Library and in that regard we deem more time so that a full Committee may

April 17/1900.

Empl com. wants data

consider the question impartially and intelligently. For this purpose we desire power from this Board to get all the data and information that is now in possession of the Librarian or that may be in the Library to his knowledge, or that we may obtain through any other source pertaining to the duties of the Employees of this Association or the labors of the Committee. We also desire from the Librarian a full list of the Employees of this Library, the hours in which they are employed, their salaries, and at what particular department of Library work they are employed, - and any suggestions that the Librarian has to offer in regard to their employment for the present or all matters of efficiency of this Library. We desire all the above information in writing and as soon as possible so that the Committee may proceed with the duties that are usually assigned it.

Respectfully Submitted

P. J. Healy
L. R. Mead Employees Committee

The report was adopted.

Folsom St. on sale for $125,000

The Special Committee on Institute Properties presented the following Report.

San Francisco April 17th 1900.

To the Board of Trustees of the Mechanics' Institute.

Gentlemen:- Your Committee on Institute Properties would state that the Folsom St. Lot has been appraised by the firm of Shainwald Buckbee at $125000 and we recommend that the said Folsom St. Lot be put in the hands of Shainwald Buckbee at that figure to be sold.

Respectfully Submitted

P. J. Healy
Geo. H. Wallis
R. Dawson
} Com on Institute Properties.

The report was adopted and the matter of carrying out its recommendation was referred to the Finance Committee.

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

New Members.

New Members.

Howard R. Jackson	L. M. S. Peterson	Miss B. A. Vogl
H. N. Mullins	Wm. F. Lehigh	Mrs. F. H. Blake
Gustav A. Behrend	Philip L. Bush	Chas. W. Henderson
Joseph Laib Jr.	Wm. L. Chapman	Mrs. Emelie F. Spring
Raleton L. White	John Winter	Miss P. Peck
M. F. Sullivan	Mark A. Emons	T. del Ams M.D.
J. F. Quinn	Miss R. P. Lewis	Wm. F. Boericke
F. C. Reade	C. N. Schoonmaker	B. Johnson
E. M. S. Brendan	Mrs. R. V. Morris	F. C. Schenetein
	F. van Thiel.	

A letter was read from William Hayes, in reference to use of the Library by non-residents.

Letters were read from the Commercial Club of St Paul Minn and from the

Chamber of Commerce of St. Paul, Minn. in relation to the irrigation of the arid lands of the west. The letters were referred to the Corresponding Secretary.

On motion the amendment to the By Laws proposed by Mr. Healy at the meeting of March 20th last was laid over till the next meeting.

Proposed Amendment.

Mr. Wilson proposed the following

Amendment to the By Laws.

To Article IV of the By Laws to change the numbers of the present sections 2, 3, and 4 to numbers 4, 5, and 6 respectively and to enact the three following sections to be respectively numbered sections 2, 3, and 7.

Sec. 2. The Librarian shall, under the Trustees, have the general charge, management and control of the Library, and of all persons employed therein, and shall have the custody of all books and other properties of the Library.

Sec 3. He shall prepare lists of books required for the Library, which lists the Library Committee shall present with their recommendations to the Board of Trustees.

Sec 7. At the first regular meeting of the Board in each month, the Librarian shall report in writing to the Trustees the general condition of the Library; he shall also make an annual report to the Board of Trustees at the close of the Library year.

On motion of Mr. Neal, a copy of Mr. Wilsons amendments was ordered sent each Trustee.

Thanks to Van der Naillen

The Secretary stated that the pupils of Van der Naillens School of Engineering had surveyed the Folsom St. Lot to see if the contract for filling in same had been properly done, and on motion of Mr. Wallis, the thanks of the Institute were ordered sent to the school.

Annual Report to be printed

Mr. Wilson moved that the Secretary proceed with the work of having 500 copies of the last annual report of the Institute printed. the motion was carried

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Fair Report to be printed.

Mr. Wilson moved that the Secretary proceed with the work of having 500 copies of the report of the 3rd Industrial Exposition printed. the motion was carried by the following vote: Ayes - Brunton, Healy, Kendrick, Neal, Dawson, Wallis, Wilson (7) Noes. Cosgrave, McLaren, Mead (3) declined to vote, Mr. President (1).

Lib Bulletin Bids.

On motion of Mr. Neal the Printing Committee was instructed to obtain bids for printing the Library Bulletin for the next year. the motion was carried.

The meeting then adjourned.

J. M. Cumming
Secretary

Geo. Brunton
Recording Secretary.

Apr 26/1900.

Death of A.S. Hallidie.

Proceedings of Informal Session.

San Francisco April 26. 1900.

On account of the death of A. S. Hallidie former Trustee and President of the Mechanics' Institute, an informal session of the Board of Trustees was held in the Mechanics' Institute Library Building today at 5 P.M. at which Trustees Beaneton, Cosgrave, Kendrick, Taussig, Wallis and President Newell were present.

The President stated that in view of the long and valuable services of Mr. Hallidie for the Institute, he considered it fitting for the Board to attend Mr. Hallidie's funeral in a body and to take such other action as might be appropriate.

Mr. Wallis moved that the Board of Trustees attend the funeral in a body.

The motion was carried.

Mr. Taussig moved that a floral piece be sent from the Institute.

The motion was carried and Mr. Wallis was requested to attend to the matter.

Mr. Wallis moved that a Committee of three be appointed to draw up suitable resolutions of respect to Mr. Hallidie's memory.

The motion was carried and the President appointed Trustees Cosgrave, Beaneton and Wilson.

The meeting then adjourned.

John McLenning Secretary

Geo. Beaneton
Recording Secretary.

May 1. 1900.

San Francisco May 1st 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute, called to order in the Mechanics' Institute Library Building tonight at 8 o'clock.

Present Trustees Beaneton, Brunt, Cosgrave, Healy, Irving, Kendrick, McLaren, Mead, Taussig, Mr. President (9) Absent Trustees Neal, Allen, Wallis, Wilson (4)

Muirhead Rent.

On motion the reading of the minutes was deferred and the Board was addressed by Mrs. Muirhead, tenant of Nos. 2-14 Hayes St. in relation to the proposed increase of her rent as recommended by the Finance Committee at the last meeting.

Mrs. Muirhead made a statement to the following effect:-

That she had bought the houses at Nos 2-14 Hayes St. from Mr. Albanwright paying $8000 therefor.

That her receipts from the buildings were as follows.

Florist	$240 per annum
3 stores & 20 rooms	1800 " "
Telegraph office	300 "
Boot black stand	300 "
Total	$2640 " "

That the expenses were

Water and Gas	$156 per annum
Insurance	125 " "
Repairs	250 " "
Interest on $8000 @ 6%	480 " "
Ground Rent	2400, "
Total	$3411

Leaving a deficiency to be paid by Mrs. Muirhead as rent of the building occupied by herself at the corner of Hayes and Larkin Sts of $771 per annum.

That if the Board persisted in demanding an increased rent, she requested a reasonable time to arrange for moving the building off, as if the Institute wished to buy them she would sell the buildings for $6000.

The matter was discussed by Mrs Muirhead and the Board after which she withdrew.

The minutes of the meeting of April 17th were then read and approved.

Informal meeting approved.

The report of the proceedings of the informal meeting of the Board held on April 27th was read, and on motion of Mr Healy the action of the members of the Board at said informal meeting was approved.

Mr Neal entered.

The Finance Committee presented the following Report.

San Francisco May 1, 1900.

Board of Trustees Mechanics Institute -

Gentlemen - Your Finance Committee reports as follows.

There is cash on hand tonight $1681.16. Due present bills amounting to $1136.55

and recommend that they be paid. We present also a bill of Lemcke & Buechner new to the Board for action. This bill is for $47.91 and is for foreign periodicals for 1900. The Library Committee declines to approve the bill, and it is presented to the Board herewith for action.

Respectfully
R Kendrick
DJ Tansey, Finance Com

List of Bills.

1-	Pay Roll			Amt for'd,	1115 61
	F. J. Teggart	150		17- Publishers' Weekly ✓	5 67
	J. H. Wood	100		18- Evening Post ✓	8 40
	R. D. Colquhoun	92	50	Sherman, Clay & Co. ✓	6 87
	Mrs. M. E. Southworth	65			1136 55
	W. H. Woolcock	50			
	P. J. Schlobach	50			
	Miss S. Huntington	45			
	F. J. Gilman	30			
	C. Badger,	30			
	C. B. Cooke	8	50		
	C. Smith	35			
	F. E. Harris	50			
	Chas. Parry	40			
	L. P. Latimer	30			
	G. A. Behrnd	30			
	W. T. Alexander	1	50		
	G. A. Weltenspiel	1	50		
	J. M. Cumming	150			
	J. A. Jackson	90			
	✓	1049			
2-	F. J. Teggart ✓	20	47		
3-	H. B. Hosmer ✓		50		
4-	Louise Carnahan ✓	1	12		
5-	Emily S. Loud ✓	1	50		
	Elder & Shepard ✓	1	75		
7-	A. M. Robertson ✓	3	57		
8-	Am. Soc. Mech. Engineers ✓	10			
9-	Astronomical Soc. of Pac. ✓	5			
10-	Wm. Bacon ✓		45		
11-	Jno. C. Yorston ✓	3			
12-	Doxey Book Co. ✓	5	25		
13-	Chas. C. Hoag ✓	3			
14-	John H. Boden & Co. ✓	5			
	The Guide ✓	1	50		
16-	Daily Report ✓	4	50		
	Amt for'd,	1115	61		

Motion on Allowing Vote on Bills.

The recommendation of the Committee to pay the bills was first acted on. On the roll call, Mr. Healy voted aye with the exception of the two items on the pay roll voucher of the salaries of P.J. Schlobach and Miss S. Huntington. Mr. Beaston raised the point of order that Mr. Healy could not vote "no" on any particular item, not having the right after the voting had commenced, to separate any item in the list of bills, his opportunity to do so having to be taken advantage of before the roll was called, and then the item objected to should be voted on separately from the general list. The Chair sustained the point of order.

The bills were ordered paid by the following vote. Ayes, Beaston, Brunt, Cosgrave, Irving, Kendrick, McLaren, Mead, Neal, Tansey, Mr. President (9) Noes, Mr. Healy (1).

The bill of Lemcke and Buechner was then ordered paid by the following vote. Ayes, Beaston, Brunt, Cosgrave, Healy, Irving, Kendrick, McLaren, Mead, Neal, Tansey, Mr. President (11) Noes None.

The Building and Repairs Committee presented the following Report.

San Francisco May 1, 1900.

Bd of Trs. M. I. Gentlemen:- Your Building and Repairs Committee recommends that the doors leading into the Class and Reading Rooms be fixed up in a more present-able manner, as now that the hallways have been cleaned and painted, these doors should be fixed up to preserve the better general appearance.

Elec light in Library

In relation to the matter of re-adjusting the lights of the building, your Committee is considering the matter of changing back to electric lights as the competition now existing between the electric light companies will probably bring down rates, and a letter has been addressed to the new electric light company as well as to the old ones, asking for a rate on lighting the building.

Respectfully
John McLaren
J. C. Irving
L.R. Mead, Building and Repairs Com.

On motion the report was adopted.

The Library Committee recommended the purchase of books amounting to $433.20. The recommendation was adopted by the following vote, Ayes, Beaston, Brunt, Cosgrave, Healy, Irving, Kendrick, McLaren, Mead, Neal, Tansey, Mr. President (11) Noes None.

The Library Committee presented the following report.

San Francisco May 1, 1900.

To The Board of Trustees of the Mechanics' Institute.

New typewriter ordered.

Gentlemen:- Your Library Committee recommends that a new typewriter be purchased. The present typewriter is old, the type too small, and it is not suitable for use any more for general work and more especially for cataloguing.

A new Remington machine with eight extra keys for foreign letters which will be useful for cataloguing foreign books, and with a special attachment to enable the machine to be used for cataloguing cards will cost $100. There will also be an allowance made by the Remington Company for our old machine of $25, leaving a net cost to the Institute for the new machine of $75, and your Committee recommends that the new machine be purchased.

Respectfully J. C. Irving
D J Healy
D Tansey, Library Committee.

On motion of Mr. Neal, the Committee was instructed to purchase a new typewriter, with the understanding that it take into consideration other makes of machines by the following vote. Ayes, Beaston, Brunt, Cosgrave, Healy, Irving, Kendrick, McLaren, Mead, Neal, Tansey, Mr. President (11) Noes None.

Lecture

The President spoke of a lecture on "Old Age" he had recently heard delivered by Dr. Barkan and he suggested that it be repeated before the Institute. On motion, the matter was ordered directed to the attention of the Lectures Committee.

The Printing and Advertising Committee made the following Report.

San Francisco May 1, 1900.

Bids Libry Bulletin.

Board of Trustees Mechanics' Institute.

Your Committee on Printing, report as follows:- Invitations to bid on printing the Library Bulletin for the year beginning June 1, 1900 were sent to about

Printg Bulletin awarded.

a dozen printing offices and were responded to by five firms the lowest offer being from Dalleau and Peterson viz:- 3000 copies 12 pages long primer $39 per month, or 3000 copies 8 pages brevier $31.50 per month, additional or less copies at $5.25 per 1000, and we recommend that the contract for the year be given to Dalleau & Peterson and that for the present 2000 copies of 8 pages brevier be ordered, entailing an expense of $26.25 per month.

Walter N. Brunt
James K Cosgrave
Geo Beanston, Printing and Advertising Committee.

The recommendation to award the contract to Dalleau & Peterson was adopted.

Mr. Brunt for the Printing and Advertising Committee stated that but three printers had made bids on printing the last annual report and the report of the last Fair. On motion the Committee was given further time in the matter of awarding the contract.

Libry Com. to supervise Bulletin.

A discussion then ensued in regard to the supervision of the publication of the Library Bulletin, and Mr. Beanston moved that the data for the Library Bulletin be furnished by the Librarian, and that the Library Committee have supervision of the publishing of the Bulletin, and that they give special attention to the advertising. The motion was carried.

A motion was then carried that the amendments to the Constitution offered at the last annual meeting of the Institute be printed in the June number of the Library Bulletin, that a sufficient number of copies be printed and distributed to the members in the cheapest possible way.

Rent of Pav. to National Athletic Club.

The Secretary reported that in the matter of the rental of the Pavilion to the National Athletic Club, which was referred to the Pavilion Committee with power, that an agreement between the Institute, signed by the President and the Secretary, and the National Athletic Club besides Jas Gibb and J. Groom personally had been signed, whereby the National Athletic Club had agreed to rent the Pavilion for all of its exhibitions during the balance of this year, guaranteeing to hold at least four of them, and the Institute agreeing that the rent per entertainment was to be $250 including gas and the Secretary reported also that a bond for the performance of the agreement had been given by the National Athletic Club and Messrs Gibb and Groom as principals and with Chas. Newman and John Treadwell as sureties.

The Employees Committee presented the following report

San Francisco May 1, 1900.

To The Board of Trustees,

Gentlemen:- Your Committee on Employees respectfully report that the matters referred to us for investigation and recommendation are of such importance that we desire sufficient data to cover the whole ground before making any final recommendation.

P. J. Healy
L. R. Mead
S. G. Irving Employee Committee.

The Committee was granted further time.

Selling Folsom St.

A discussion then ensued in the matter of selling the Folsom St. Lot. After some discussion a motion by Mr. Irving was carried to the effect that the matter of the selling of the Folsom St property be left for the present in the hands of the Finance Committee, and that the property be not given to anyone to sell until after the next meeting of the Board.

Mr. Cosgrave, for the Committee on Resolutions of Respect to the memory of Mr. A. S. Hallidie, presented the following, which were unanimously adopted, ordered spread on the minutes and a copy ordered sent to Mr. Hallidie's family.

Resolutions A.S. Hallidie

Resolutions adopted on the death of A. S. Hallidie.

Whereas, It has pleased Almighty God to call to his eternal reward, from the midst of his labors and triumphs, our distinguished fellow-citizen and associate, A. S. Hallidie, and

Whereas, His private and public life, adorning every position he occupied, was the reflex of that delicate sense of honor, sincerity of purpose, and conscientious endeavor that shaped his private character and made him at once the courteous gentleman and model citizen, and

Whereas, His talents in the field of invention won for him honors which distinguished him as a man of signal ability, and by the exercise of which the aims and purposes of civilization were prodigiously advanced, and

Whereas, As a Trustee of the Mechanics Institute for many years, his wise counsel, ceaseless perseverance and untiring efforts were invariably devoted to the material advancement of the affairs of the Institute, and

Whereas, His honor as a man, his unswerving sense of duty, his high appreciation of the responsibilities of any trust imposed upon him by his fellow men and associates, his genial temperament and devotion to his family, rendered him a conspicuously useful member of society and a valuable officer of this Institute; therefore be it

Resolved, That we, the Board of Trustees of the Mechanics Institute, while acquiescing in the decree of an all wise and inscrutable Providence, do deplore his death as a distinct loss to the society of which he was a shining ornament; and be it further

Resolved, That these resolutions be inscribed in full upon the minutes of the Institute, and an engrossed copy sent with our sincerest condolence to the members of his bereaved family.

James K Cosgrave
Geo Beanston
Horace Wilson, Committee

The Librarian presented his report for the month of April which received and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members

New Members.

John E Bennett,	Agnes Emmel,	J. Murray Kendall,	Geo. F. Balch,	H. A. Wood,
Miss Lilian F. Featherston,	Geo. R. Megendoller's	Walter S. Jewell,	Geo. B. Merrill	Jame. Erwin
L. R. Cofer	Geo. E. Smith	Mabel C. Cliff	L. J. Chapman	Thos. Johnson
Wm. Ede	Robt. Whitely			

The Secretary presented his report for the month of April, which was received and on motion ordered spread on the minutes.

Secretary's Report

San Francisco May 1. 1900.

Board of Trustees Mechanics Institute.

Gentlemen:- I present herewith financial statement for April 1900.

April 1. 1900 Cash on Hand,			$ 100.40
Receipts Library			
Dues	$ 1139.50		
Entrance Fees	44.		
Life membership	50.		
Books &c sold	72.		
Library Bulletin	9.60		
Classes	3.		
Fines. Cards & Certificates	9.60		
Mutual Sav Bk.	325.		
Bills Payable	3000	4652.70	
Pavilion			
Rents Hayes St	323.		
" Pavilion	650.		
Damages	11	884.	5536.70
			$ 5637.10
Expenditures.			
Library			
Salaries Institute	150		
" Library	744.75		
Classes	60.		
Lectures Moving Pictures	6		
" Ps Lectures	75.		
Fences	75.72		
Printing and Stationery	20.		
Taxes	702.53		
Interest	84.83	1918.83	
Pavilion			
Salary	90.		
Taxes	1803.62	1893.62	
Folsom St Lot			
Grading	115.80		
Taxes	406.69	522.49	4334.94
May 1. 1900 Cash on Hand,			1302.16
			$ 5637.10

Respectfully

J. M. Cumming

Secretary.

Radcliff college gets room.

A letter was read from Radcliff College, Cambridge Mass requesting the use of a room in the Library for its entrance examinations & the College next June. On motion the request was granted.

The amendment to the By-Laws offered by Mr. Carlson at the meeting of April 17th last and the amendments to the By Laws offered by Mr Healy at the meeting of March 20th last, were both on motion laid over until the next meeting.

Healy $ 5.

See resolution of this July 24th 00. p 300.

The Secretary presented a bill of Trustee Healy for $ 5, amount expended by him for the services of a stenographer and for typewriting reports prepared by him. The bill was ordered paid by the following vote:- ayes Healy, Deering, McLaren, Mead, Neal, Tarpey, Mr. President (7) Noes- Beaneton, Brunt, Cosgrave, Kendrick. (4)

Muirhead Rent.

In the matter of Mrs. Muirhead's rent, Mr. Healy moved that the matter be referred to the Finance Committee & report. Mr. Beaneton moved as an amendment that Mrs. Muirhead's remarks and statement and the whole subject of her rent be re-referred to the Finance Committee with the request to re-examine the matter and report at the next meeting. Mr Healy accepted the amendment and the amended motion was carried.

The meeting then adjourned.

J. M. Cumming
Secretary

Geo. Beaneton
Recording Secretary.

San Francisco May 15th 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 P.M. Present Trustees Beanston, Healy, McLaren, Neal, Taussig, Wallis, Welson Pro President (8) Absent Trustees Brunt, Cosgrave, Irving, Kendrick, Mead, Plume (6)

The minutes of the meeting of may 1st last were then read.

Beanston point of Book & pass bill.

Mr. Beanston asked that the President reverse his decision in the matter of payment of the bill of $5 for the services of a stenographer for Mr. Healy for type-writing reports, on the ground that a majority of the Board had not voted in favor of paying it. The President asked that the matter go over until the next meeting of the Board of Trustees. There being no objection, the minutes were then approved.

Judge Slack Murchead's Rents.

The Board was then addressed by Judge C.W. Slack, attorney for Mrs. Murchead, in the matter of the proposed increase of her rent. He stated that Mrs. Murchead insisted that she was not able at the present time to pay an increased rent, that she thought the present rent of $200 a large rental for the property in its present condition. She would submit through Judge Slack for the Board's consideration a proposition that she be granted a ten years lease of the property, in consideration of which she would pay an increase of $25 per month, said lease to be terminated by the Institute should it decide to sell or to improve the property on giving her a six months' notice of the same.

After some discussion Judge Slack withdrew.

During the discussion Mr. Brunt entered.

The Finance Committee presents the following Report.

San Francisco May 15, 1900.

To the Board of Trustees of the Mechanics Institute.

Gentlemen:- Your Finance Committee reports as follows:-

There is cash on hand tonight $ 653.49

We present a bill of the University of California for $1000, interest to May 1, 1900 and recommend that it be paid.

Murchead's Rent $250 (reconsidered)

In the matter of the rent of the property at the corner of Hayes and Larkin Sts, occupied by Mrs. Murchead, your Committee recommends that the rent be fixed at $250 per month.

Respectfully

Robt W. Neal

R. J. Taussig } Finance Committee

The recommendation to pay the bill was adopted by the following vote. Ayes, Beanston Brunt, Healy, McLaren, Neal, Taussig, Wallis, Welson, Mr President (9) Noes: None.

Mr Cosgrave entered.

The recommendation to fix Mrs. Murchead's rent was adopted by the following vote Ayes, Beanston, Brunt, Neal, Taussig, Welson, Cosgrave (6) Noes, Healy, McLaren, Wallis (3) Mr President not voting. Mr Cosgrave having first voted "no" changed his vote to "aye" and gave notice of reconsideration at the next meeting.

Mr Beanston raised the point of order that a majority of the Board of Trustees had not voted in favor of the adoption of the resolution, as provided for in the Constitution

The report of the Printing and Advertising Committee was laid over till later in the evening.

Employees Committee Report - on the request of two members of the Committee stated through the President the report was deferred till their arrival later in the evening.

The Committee on Resolutions of Respect to the memory of A.S. Hallides, was given power to have the same properly engrossed, by the following vote, ayes, Beanston, Brunt, Cosgrave, Healy, McLaren, Neal, Taussig, Wallis, Welson, Mr President (9) Noes None.

A letter was read from Mrs Martha Hallides thanking the members of the Institute for the floral tributes sent at the time of Mr Hallides funeral.

The letter was received.

Mr Wallis presented the following in the matter of a

Hallides Monument.

Proposed Monument to A. S. Hallides.

San Francisco May 15th 1900.

Honorable Board of Trustees Mechanics' Institute, etc.

Gentlemen:- I have the honor to submit the following suggestion for your action:-

With a view to honoring the memory of our deceased fellow-citizen, the founder of this Institution, Mr. A. S. Hallides, and as a mark of our appreciation of his many good qualities, his devoted and untiring energy in the fostering and promotion of many enterprises, whose success has proved of the greatest benefit to this community, be it

Resolved, That the President of the Mechanics Institute be requested to appoint a committee from the members of that Body, whose duty it shall be to formulate some plan whereby the co-operation of the various public bodies of this City and State can be secured to attain this object, such as the State University, the various Cable Railroad Companies and the various Trade Organizations now in existence in this city.

I feel assured that all of these organizations, if properly approached, would be very glad to aid in the construction of a suitable monument, on which might be recorded the names of the various Bodies which had contributed toward its construction; the railroad companies, particularly, in so far as Mr. Hallides was the inventor and promoter of the first cable railroad in the world, and through his inventive genius San Francisco is known throughout the world as the home of Cable Rail Roads. There is no doubt in my mind but the Cable Railroads will gladly co-operate in this movement, and it is needless to say that the Trade Association will also lend their influence in the same direction. And it is eminently proper that the Institution of which he was one of the original organizers, and to whose success so many years of his life and energy have been devoted, should be the party to ask for the co-operation of these other interests in attaining such a worthy object.

Yours Truly

Geo H. Wallis

Mr Wallis stated that he had seen Mr Morrow of the Sutter St Railroad and Mr Stetson of the California St Road and that they had expressed their approval of the project and had volunteered to assist in carrying it out. He stated that he had no doubt that the State University, the various trade organizations, the cable railroads and other public bodies would be glad to take up the matter.

On motion of Mr Wallis, a Committee as provided for in the resolution was ordered appointed.

Mrs Southworth petition.

A petition signed by 83 names praying the retention of Mrs M.E. Southworth as an Employee of the Library was read and referred to the Employees Committee.

Mr Brunt for the Printing and Advertising Committee reported as follows.

San Francisco May 15, 1900.

Bids Annual Report & Fair Report.

To the Board of Trustees Mechanics' Institute,

Gentlemen:- The following bids were received

For printing 500 copies of the annual Report Mech. Inst.

Barry -	89 cts per page
Crockett	$1.30 " "
Bentans Meyendorff	1.35 " "
Valleau & Ellerson	1.45 " "

and,

300 Copies Report of Fair.

Barry	$1.12 per page
Bentans Meyendorff	1.20 " "
Valleau & Ellerson	1.42 " "

We therefore recommend that the printing of both reports be given to Jas H Barry, his being the lowest bid.

Respectfully,
Walley N. Brunt
Geo. Beaneton
James K. Cosgrave
Printing and Advertising Committee

On motion the recommendation of the Committee was adopted.

Exe Session.

The Board then went into Executive Session.

At the conclusion of Executive Session the report of the Employees Committee was considered. On motion, because of the absence of the members of the Committee signing the report, action was deferred till the next meeting of the Board.

Mr. Deving entered.

Mr Brunt asked that the Employees Committee report be now taken up, one of the members of the Committee who signed same, having entered since the previous motion.

Mr Wilson moved that the action of the Board deferring action on the Employees Committee report be rescinded. The motion was carried.

The report was then read as follows.

Employees Committee.

San Francisco May 15, 1900

Mrs Southworth dropped.

To the Board of Trustees of the Mechanics' Institute.

Gentlemen:- 1. Your Committee to whom was referred the case of Mrs. Southworth, reports that it finds the matter to have been decided upon by the last Board, in accordance with a report submitted by the Employees Committee as then constituted, and can find nothing new to warrant a reopening of the case,

and further

Libn & control assistants (withdrawn)

2. The Committee recommends that all matters relating to the assistants employed in the Library be placed in the hands of the Librarian.

Respectfully Submitted
S. C. Deving
L. R. Mead
Employees Committee.

Mr Healy presented and read a minority report signed by himself.

Mr Healy moved that the minority report be adopted. The motion was lost.

1. The first paragraph of the majority report was then considered.

At the request of Mr Deving, the report of the Librarian & the Employees Committee dated April 28, 1900 was read. The first paragraph of the Employees Committee report was then adopted.

The Committee asked to be allowed to withdraw the second paragraph of its report, it having been stated to them that it was in conflict with the existing By-Laws.

There being no objection, the President so ordered.

Mr Beaneton moved that the report of the Librarian of April 28, 1900 & the Employees Committee and which was attached to Mr Healy's minority report, be referred to the Employees Committee. The motion was carried.

New Members.

The Librarian presented the following names as having joined the Institute, all of which were on motion approved.

E. Guale	Frederick Madge	Julia Peyton
Miss H.E. Rademaker	Mrs L.A. Browne	Miss A Brown
H.L. Gunzburger	J.S. Mullan	N.J. Brewer
Mrs Emma Gerichten	S.W. Dennis	C.E. Terry
	Mrs R. Collister	

The meeting then adjourned.

J. O'Hanning
Secretary

Geo. Beaneton
Recording Secretary.

June 5th 1900.

San Francisco June 5th 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock; Present: Trustees Beaneton, Healy, Kendrick, Mead, Neal, Plum, Taussig, Wallis, Vice President (9) Absent: Trustees Brunt, Cosgrave, Irving, McLaren, Wilson (5)

The minutes of the previous meeting were read.

McHealy objects to Mead.

McHealy raised an objection to the majority report of the Employees Committee, as recorded in the minutes, McHealy objecting to the report being signed by Mr. Mead, and McHealy asked that Mr Mead be requested to state whether he was a resident of the City and County of San Francisco as required by the Constitution.

An objection was made to McHealy's question and the President stated that he would take the matter of the propriety of the question under advisement.

Decision 8 votes to pass bill.

In answer to the point raised at the last meeting by Mr. Beaneton in regard to the number of votes necessary to pass a bill the President stated that he had come to the conclusion and hereafter would rule, that it was necessary that eight votes should be necessary to be cast in favor of any bill in order that it should be paid.

The minutes of the previous meeting were then approved.

Mr. Wilson entered.

The Finance Committee reported cash on hand $1693.52 and recommended for payment, bills amounting to $3320.83, the deficiency to be met by the next few days' collections.

The recommendation to pay the bills was adopted by the following vote: ayes, Beaneton, Kendrick, Mead, Neal, Plum, Taussig, Wallis, Wilson, Vice President (9), Noes, McHealy (1).

List of Bills.

Jos. M. Cumming,		123	05
F. J. Teggart,		21	35
Spring Valley Water Works,		111	60
S. F. G. & E. Co.,		53	80
Pac. T. & T. Co.,		62	85
Pacific Gas Imp. Co.,		273	45
R. Flaherty & Son,		35	00
Upton Bros.,		83	00
Valleau & Peterson,		23	50
Universal Pac. G. C. Co.,		4	50
Pacific Gas Imp. Co.,		219	30
Nathan Dohrmann Co.,		6	25
John Tuttle,		103	60
Owen McHugh,		151	20
Tillmann & Bendel,		4	50
Merc. Towel & Laundry Co.,		8	25
The Evening Post,			50
Fischbeck & Glootz,		2	00
John Middleton,		27	13
PAY ROLL.			
F. J. Teggart,	150		
J. H. Wood,	100		
R. D. Colquhoun,	90		
W. H. Woolcock,	50		
Miss S. Huntington,	45		
F. J. Gillman,	30		
C. Badger,	30		
P. J. Scholbach,	50		
C. Smith,	23.35		
G. P. Ey,	9		
C. B. Cooke,	9		
F. E. Harris,	50		
Chas Parry,	40		
L. P. Latimer,	30		
G. A. Behrend,	30		
Jos. M. Cumming,	150		
J. A. Jackson,	90		
M. E. Southworth,	34.65	1011	
		$3320	83

June 5th 1900.

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Libry Com.

The Library Committee presented the following Report, which was on motion adopted.

San Francisco June 5, 1900.

Board of Trustees Mechanics Institute,

Colquhoun to collect rents.

Secty to Keep Lib Books & correspondence

Librarian to prepare instruction for assistants

Com. Room

Incomplete Periodicals

Advice asked

Dupl. fiction Periodicals

Gentlemen:- Your Library committee recommends that —

The Assistant Secretary be relieved of all outside collections - such collections to be hereafter attended to by Mr. Colquhoun.

That the Assistant Secretary be directed to perform all the work in connection with the Book Keeping and Correspondence of the Library, that he shall have regular office hours, notice of which shall be posted in some conspicuous place in the Library.

That the Librarian be instructed to prepare a list of books for study by the assistants in order that they may become familiar with the theory and practice of their Library work.

That the offices on the ground floor formerly occupied by the Librarian may be used as a Committee room.

That copies of the list of incomplete periodicals in the Library be sent to the dealers so that if occasion offers the set may be completed.

In order to conform to one of the original purposes of this Institute, namely, "the dissemination of information and useful knowledge, your Committee recommends that Messrs Dickie, Mennell, Richards, Schwartz, Smyth and others connected with the Technical Schools of San Francisco, be invited to examine our technical books and make recommendations in regard to the purchase of books of that nature.

That your committee be given power to sell duplicate copies of fiction.

That periodicals of no further use to the Library be given away.

Respectfully Submitted

E. E. Irving

P. J. Healy

E. J. Taussig Library Committee

Mr Cosgrave entered.

The Committee on Institute Properties presented the following Reports,

San Francisco June 5th 1900,

To the Trustees of the Mechanics' Institute,

San Francisco Cal.

Sale of Folsom St. to be authorized

Pavilion Lease

Gentlemen:- Your Committee recommends that the meeting of the Institute to be held June 9th 1900, be requested to authorize the sale of the Folsom St. Lot;

That if this authority be granted, the trustees empower this committee to give the sale of the Folsom St. Lot at a price of $100000 or more if the agent can obtain more, to the real estate firm of Shainwald Buckbee and Co. for a term of three months;

That the Larkin St. Lot either as a whole or in practical subdivisions, be leased for a term of twenty years and that a reliable real estate firm be employed to effect the lease, subject to the approval of the Board of Trustees.

The correspondence attached hereto is made part of this report.

Respectfully Submitted

Chas M Plum

P. J. Healy, with exception of leasing Pavilion Property,

E. J. Taussig

Geo. H. Wallis Com. on Institute Properties.

June 5/1900.

The recommendation to request the Quarterly Meeting to authorize the sale of the Folsom St. property was adopted.

Mr Kendrick offered as an amendment to the second recommendation that the time for placing lot in agents hands be sixty days instead of three months.

The amendment was lost by the following vote:- ayes- Beaneton, Cosgrave, ~~Mead, Plumb, Fawcett, Wallis (4)~~ ayes:- Beaneton, Kendrick, Neal (3) Noes, Cosgrave, Healy, Mead, Plum, Fawcett, Wallis, Wilson (7) declined to vote, My President (1).

The second recommendation then adopted.

The third recommendation - to lease the Lawton St. Lot was adopted by the following vote. ayes:- Beaneton, Cosgrave, Mead, Plum, Fawcett, Wallis (6) Noes. Healy, Kendrick, Neal, Wilson (4) declined to vote, My President (1).

Hallidie Memorial Com

The President stated that he had appointed the following members of the Institute to serve on the Committee to arrange for the commencement of a movement to erect a memorial to the late A.S. Hallidie.— Messrs. Grove L Ayers, R.B. Cornwall, Irving M Scott, ~~Wallace Davis~~, John D. Sabin, Frank J. Symmes, said appointments being in accordance with resolution adopted at the last meeting of the Board.

2nd name was an error. He declined & Scott was appointed Jno C

The Librarian presented his report for the month of May which was received, and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members.

New Members,

J. Heazelton	W. Neumark	Eulenda Locke
J.B. Fuller	Frank E. Mighell	Hylton A. Brisco
Wm Riddell	Miss L.E. Patten	Henry Hewson
Miss Kate D. Brady	Jno Kendall	O.B. Drennicke
Arthur Wheeler	Mrs Louise B. Muirhead	Mrs C.B. Critchlow
E.J. Barnard	Miss Henriette Veuller	F.C. Smith

and Hermann F.A. Schussler (life)

The Librarian presented his report for the quarter ending May 31 which was received and referred to the Institute Quarterly Meeting of June 9th next.

The Librarian presented the list of names dropped from the roll of membership in accordance with the instructions of the meeting of April 3rd last.

On motion the membership of all of the following persons, being the list of persons ordered dropped from the roll on June 1, 1900, at the meeting of April 3rd last, was declared forfeited.

(See next page)

June 5/1900.

Delinquents dropped.

O/June C

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TEN QUARTERS TO JUNE 1, 1900.

Ahman, A. H.	Barnes, A.
Barry, Jos. W.	Bayly, H.
Bennett, E. O.	Benson, Frank H.
Bowen, H. H.	Boynton, C. H.
Bradshaw, Miss A.	Brown, J. L.
Cartwright, H. D.	Chamberlain, J. P.
Cooper, Oliver A.	Coull, E. A.
Crossley, Geo. J.	Cluff, Geo. F.
Conant, Chas.	Dare, Jno. T.
Dechnaun, Dr. L.	Donovan, J. P.
Earhardt, K.	Egeberg, H. P.
Ernst, H.	Faust, H. W.
Fleming, C. B.	Fleming, J. M.
Forbes, J. P.	Franklin, A. C.
Gallagher, B. J.	Garber, Chas. A.
Geger, August.	Gibson, Edward.
Gobelin, Mrs. A. de.	Grant, Miss M.
Gray, Dr. Robt. F.	Green, Jno. H.
Guthrie, Samuel.	Hahn, Edward.
Hamilton, Miss May.	Hayes, Mrs. F. E.
Herzog, G. A.	Hooper, Miss S. M.
Hopkins, W. J.	Hesz, Jos.
Horan, J. B.	Isaacson, Delmar.
Judson, C. E.	Jorgenson, J.
Kelley, M. J.	Kelso, Odin.
Kidd, I. F.	Kinne, A. B.
Kinsman, Jno.	Kirk, S.
Kittredge, Miss E. G.	Koltz, A.
Laine, Manuel.	Lawrence, Mrs. E. D.
Layng, Jno. B.	Luce, Chas. S.
Lynn, Mrs. Mary.	Lamont, B. C.
Macfarlane, Mrs. Campbell.	Macomber, Rev. J. H. U. S. A.
Macpherson, A. W.	Manning, Miss Evelyn.

June 5/1900.

Delinquents dropped.

2 M.P.M. Society

Matheson, Louis.
May, Philip.
Meyer, Louis.
Murphy, Mrs. May.
McCaun, Richard.
Pacheco, Mrs. R.
Potter, C. A.
Quarror, M. S. de.
Ries, L.
Rogers, Geo. M.
Sangster, William A.
Schlott, Dr.
Shay, Mrs. John C.
Silvester, Mrs. A. M.
Smith, C. F. W.
Squire, W. F.
Stangenberger, Edwin F.
Thackeray, Charles.
Thomason, F.
Turner, Mrs. A. M.
Vitt, Alfred.
Walker, Seth.
Watson, Edgar D.
White, Mrs. Anna H.
Whitney, Geo. H.
Wilson, Mrs. Geo. R.
Wyman, B. A.

Man, A. H. C.
Medus, R.
Mosher, S. H.
Murray, R. E.
O'Brien, P. T.
Polk, James K.
Pumphrey, M. G.
Richardson, Miss F.
Rockefellow, Miss D. E.
Rockwood, E. R.
Scheho, Wm.
Schmitz, E. E.
Shotwell, Mrs. B.
Simkins, H. W. Palo Alto, Cal.
Smith, Mrs. M. A.
Stahle, Chas. A.
Taylor, Mrs. Laura M.
Thomas, Thomas J.
Trickler, Henry B.
Veghte, W. H.
Vulicevich, Miss Rose.
Ward, Thos. P.
Wayte, Walter J.
White, G. W.
Willson, C. D.
Worthington, Mrs. E. M.
Zellerbach, Mrs. I.

NINE QUARTERS TO JUNE 1, 1900.

Adams, W. W.
Andrade, Bermard.
Argall, Mrs. F. F. G.
Bachellor, W. E.
Boenig, Henty.
Broga, F. E.
Burns, Owen.

Altschue, Leopold.
Andrews, L. W.
Arnold, Miss L. D.
Bartlett, Mrs. E. F.
Boeven, Paul.
Brown, Mrs. C. M.
Clifford, Miss R. B.

June 5/1900.

Delinquents dropped.

O.P.M. Society

3

Clisbee, Edw.
Courvoisier, G. A.
Cummings, Charles.
Daggett, R. M.
Deas, W. B., M. D.
Dickson, Robt.
Downs, Mrs. L. R.
Emerson, G. W.
Finney, A. L.
Ford, Miss Della.
Greer, W. J.
Headman, A. M.
Henzel, Mrs. E. T.
Hinz, Miss A.
Howe, J. N.
Jackson, Miss Lena.
Jones, E. N.
Kihn, Thos.
Lawrence, Mrs. F. W.
Littlefield, Miss M.
Martin, W. H.
Mitchell, Robt.
O'Shaughnessey, Jno. F.
Palmer, W. E.
Roeding, H. U.
Scott, Jno. T.
Shortridge, Mrs. S.
Spencer, Lloyd.
Stewart, A. H.
Stratton, G. H.
Switzer, Jas. M.
Tremain, V.
Ward, Mrs. M. J.
Watters, L. C.
Wilbur, B. P.
Wilson, Jno. M.

Cornell, Wm. J.
Crozier, H. W.
Cummings, J. E.
Darling, C. C. jr.
Depew, W. H.
Doran, T. F.
Dunn, Lawrence.
Euler, Mrs. A. Z.
Floren, O. J.
Garnett, K. Porter.
Hale, E. T.
Henderson, Wm.
Hewlett, Geo.
Hoelscher, Wm.
Hughes, Wm.
Jones, A. A.
Kelley, Eugene.
Kowalsky, Miss R.
Lewis, Harold.
Macouillard, Alfred.
Mitchell, Miss C. J.
Morrison, J. G., M. D.
Pointer, J. M.
Poole, A. W.
Ruppel, C. F.
Shaw, Henry G.
Soper, H. F.
Starr, Mrs. E. J.
Stowell, W. A.
Suter, Miss Marie.
Stealey, A. D.
Underhill, Mrs. Wilson.
Warren, E. S.
Weymain, Chas. M.
Williams, Theo. C.
Zesch, Mrs. B.

June 5/1900.

Delinquents Dropped.

4

O/Jno Executy

EIGHT QUARTERS TO JUNE 1, 1900.

Allison, J. L.
Babcock, K. C.
Bolton, Miss S.
Busby, Frec H.
Conroy, Geo. W.
Cunningham, T. J.
Degan, P.
Genthe, Dr. Arnold.
Gorman, J. B.
Grant, D. W.
Harris, Mrs. M.
Herlihy, Mrs. Grace.
Kewish, J. T.
Kouse, O.
Lawrence, J. H.
Lewis, Miss F. A.
Logan, J. F.
Lake, Miss E.
Lyons, A. I.
McCarthy, T. H.
McGlew, J. B.
Philbrook, H. W.
Plate, Mrs. F. R.
Riley, Miss M. A.
Russell, Thos.
Sampson, James M.
Sebree, Mrs. U.
Sleeth, F. V.
Ulfelder, Oscar.
Wade, F. C.
White, R. H.

Babb, M. E.
Bishop, J. K.
Brooke, Carle.
Campbell, O. F.
Crowe, Geo. A.
Crossett, J. F.
Dingley, Chas. jr.
Gilbert, H. C.
Grant, A. E.
Griffiths, F. W.
Heller, E. C.
Hyde, Arthur W.
Koons, E. B.
Lambert, Mrs. W. C.
Leibert, J. G.
Lines, E. R.
Long, P. V.
Lutgens, Jas. F.
Murray, Wm.
McGeorge, Jas.
Pearce, W. D.
Pipex, A. L.
Rhodes, Geo. H.
Roure, Emile.
St. Hubert, J. de.
Schroeder, Mrs. C. A.
Smith, Dr. R. B.
Taylor, C. C.
Vito, Jacob.
Wetche, Frederick.

SEVEN QUARTERS TO JUNE 1, 1900.

Atkinson, T. E.
Batchelder, Mrs. G. A.
Botkin, J. C.

Baker, A. M.
Blaskower, Mrs. A. M.
Botsford, Mrs. M. E.

June 5/1900.

Delinquents Dropped.

5

O/Jno Executy

Boynton, H. R.
Brown, Miss V. M.
Clark, C. Stanley.
Curry, M. O.
Dresser, Miss M. A.
Grippen, Miss M. E.
Helmore, G. A.
Higgins, H. W.
Hugg, Mrs. P. H.
Jardine, Jno.
Ketter, W. J.
Lassen, A. C.
Lewthwaite, Miss E. A.
Lyons, Jas. F.
Martin, A. H., M. D.
McCarthy, J. J.
Niles, M.
Pumphrey, Walter.
Raymond, W. H. V.
Richmond, G. B., M. D.
Russell, Thos.
Sanders, A. A.
Spooner, Mrs. Georgie.
Sweeney, John F.
Trask, Miss G. M.
Walla, J. O.
Waugh, Wm.

Breckenridge, Alex.
Chichester, J. H.
Clarke, M. A.
Davies, H. H.
Graham, H. M.
Harris, J. W.
Hession, R. H.
Hollis, W. H.
Huchinson, Rev. A.
Johnson, F. F., M. D.
Kimball, C. F.
Leavy, C. M.
Long, Mrs. L. L.
Mann, H. R. jr.
Monckton, S. P.
Newell, Wm. F.
Pringle, Miss M. F.
Pumphrey, R.
Reilley, E. C.
Robinson, Theo. B.
Ryan, John.
Schwartz, Miss H.
Stinson, John.
Thomas, F.
Tulloch, David.
Walthew, Mrs. H. R.
Young, Mrs. S.

SIX QUARTERS TO JUNE 1, 1900.

Ayers, E. L.
Bissinger, N.
Bryant, Miss E.
Carcosso, D. B.
Chilton, J. O.
Dibblee, Mrs. Albert.
Faller, E. A.
Giberson, N. S., M. D.

Bancroft, J. D.
Blake, Jas. D.
Boone, J. L.
Chase, Chas. H.
Cole, R. Beverly, M. D.
Dinsmore, W. H.
Gibbons, Morton L.
Goodsell, Miss M. L.

June 5/1900.

Delinquents dropped.

Obligations Exacty

6

Grant, Geo.
Haussler, L. F., jr.
Henderson, C. M.
Hoyt, Geo. E.
Jones, H. L.
Ker, C. E.
Layng, H. G.
Lilientahl, Mrs. B. G.
Maitland, Wm.
Mayhew, H. C.
Moody, Mrs. J. L.
O'Brien, Matthew.
Page, F. W.
Reed, H. M.
Riley, J. P.
Smith, W. A.
Swain, E. M.
Tucker, Jno.
Ware, F. E.
Wegener, Chas. A.
Whitaker, Miss Kate E.

Guthrie, Miss E. M.
Heenan, Jno.
Hickey, Jos.
Jacobs, B. M.
Jones, W. W.
Lassar, T.
Leonard, Jno. B.
Madsen, R. H.
Martindell, D. W.
Montgomery, Geo. T.
Nelson, Niel.
O'Donnell, Jno. D.
Redding, J. D.
Reynolds, C. H.
Schorr, Robt.
Spalding, M. Bates.
Titcomb, H. B.
Wagner, Miss J. A.
Watt, Mrs. J. A.
Wheeler, Chas. S.
White, W. D.

FIVE QUARTERS TO JUNE 1, 1900.

Bacon, H. D.
Bailey, G. E.
Bateman, F. L.
Brigs, Edgar.
Bush, L. C.
Booth, D. C.
Cellarius, H. G.
Coffin, C. H.
Oox, Edw. R.
Conly, Mrs. J.
Donaldson, W. R.
Ehrenpfort, Wm.
Freeland, J. P.

Bagot, W. R.
Bailey, Miss G. H.
Blades, Paul H.
Brown, W. S.
Bushnell, Dr. G. E.
Carroll, John.
Clark, C. H.
Cornwell, Miss R. C. de V.
Crittenden, T. T.
Conly, Mrs. J.
Douglas, B. R.
Einfeldr, F. D.
Friedlander, S.

June 5/1900.

Delinquents dropped.

Obligations Exacty.

7

Gutsch, A.
Henriksen, B. E.
Hixon, Lloyd G.
Hyman, Isaac.
James, Miss A.
Jones, J. H.
Lloyd, Robt.
Martin, Miss A.
May, Eriksen.
McColgon, Mrs. J.
McGuire, W. R.
O'Kane, Mrs. W. D.
Pierce, A. B.
Preston, Miss E. T.
Rix, Alice.
Rose, Numar.
Rosentahl, H. S.
Salisbury, Miss M. S.
Shotwell, S.
Skaife, Arthur.
Sullivan, Miss S. G.
Tiernay, Miss M.
Wartenweiler, Fred.
Whitney, Mrs. A. L.
Wulf, H. C.

Healy, Mrs. M. A.
Hinton, W. M.
Hoff, Miss O.
Immel, Mrs. J.
Johnson, S. J. jr.
Jones, Mrs. J. T.
Martell, Mrs. Kate.
Martinez, R. E.
Morris, R.
McDonell, A. J.
McHugh, Mrs. J. W.
Peters, F. W.
Prechtel, Mrs. G. P.
Pudan, H. W.
Rocca, Jos.
Rose, Mrs. H.
Rowley, A. B.
Samy, Arthur P.
Simpkins, H. R.
Smith, Mrs. J. C.
Thomas, P. J.
Waller, J. L.
Watkins, E. A.
Wittran, Frederick.

June 5/1900.

The Secretary presented his report for the month of May which was received and ordered spread on the minutes.

San Francisco June 5. 1900.

Secty

Board of Trustees Mechanics Institute

Gentlemen, – Herewith I submit financial statement for May 1900.

May 1 1900 Cash on Hand			$1302.16
Receipts			
Library – Dues		$ 111.3	
Entrance Fee		31.	
Books		85.05	
Mutual Sav Bk		325.	
Life Member		50.	
Fines Sale Catalogues 75 – old papers 50		56.25	1660.30
Pavilion Hayes St rents		217.50	
Pavilion "		50.	
Gas		83.75	
Manleto		4.60	
Lighting		26.	
Damage		4.	
Licence		20	405.85
Folsom St			10 2076.15
			3378.31
Expenditures.			
Library Books		140.14	
Clerk		60.	
Xpense		7.47	
Interest		90.	
Lectures		6.	
Music		6.87	
Periodicals		49.98	
Printg & Sta		18.	
Salaries Institute		150	
" Library		746	1616.46
Pavilion Salary			90.
Folsom St Interest			1000. 2706.46
June 1, 1900 Cash on hand			671.85
			3378.31

Respectfully Submitted

J. M. Cummins Secty.

The Secretary presented his report for the quarter ending May 31st 1900 which was received and ordered read at the coming quarterly meeting.

Hon C. W. Slack attorney for Mrs Muirhead submitted by letter the following propositions on Mrs Muirheads behalf regarding the rental of the Hayes St property now occupied by her.

June 5/1900.

Mrs Muirheads propositions.

Muirhead propositions

1st The present arrangement to continue that is if she may be called upon at any time for the premises she should pay no more rent than she is now paying.

2nd If first arrangement unsatisfactory Mrs Muirhead is willing to pay $225 per month, provided she gets a ten year lease, with proviso that if property is sold on the 50 vara lot facing Larkin St. including Mrs Mc premises is leased for a term of years then said ten years lease to terminate on a six months notice by the Board of Trustees.

3rd If neither proposition 1 or 2 can be accepted, Mrs Muirhead asks that the present arrangement continue for six months to enable her to remove her buildings from the land.

Consideration of Judge Slacks letter was laid over till new business.

A letter from Sec. Scottish Thistle Club inclosing tickets for them picnic July 4th next was read and ordered acknowledged.

A letter from A. M. Speckt & Co. offering for sale to the Institute a piece of property on Geary St. east of Powell was read and ordered acknowledged.

Harvard

A letter from Harold Wheeler requesting for Harvard University the use of a room in the Library for its annual entrance examinations June 25/30 inclusive was read and the request granted.

Gillman asst to raise

A letter from F. Gillman assistant in the Library asking an increase of salary was read and referred to the Employees Committee.

A letter from the Century Club thanking the Board for the use of its ballot box was read and received.

Compton's complaints suggestions

A letter was read from O. F. Compton calling attention to numerous matters such as want of cleanliness in the Library Building, defective lights, &c and making a number of suggestions for improvements. The various complaints and suggestions were referred to the proper Committee with instructions to report on every item at the next meeting of the Board.

Muirhead's rent reconsidered

Unfinished Business. – Mr Cosgrave having given proper notice at the last meeting of the Board, moved that the vote at the last meeting of the Board adopting the Finance Committees recommendation to raise Mrs. Muirheads rent be reconsidered. The motion was carried by the following vote, ayes: Beaulon Cosgrave, Healy, Mead, Plum, Taussig, Wallis, Wilson (8) noes, Kendrick, Neal (2) Declined to vote, Mr. President (1).

On motion of Mr Taussig, the matter of Mrs. Muirheads rent was re-referred to the Finance Committee.

Healy's amendment lost.

The amendment to Section 1 of Article IV of the By Laws proposed by Mr Healy at the meeting of March 20th last then came up for action and the motion to adopt the amendment was lost.

June 5/1900.

By Laws amended

The amendments to Article IX of the By Laws proposed by Mr Wilson at the meeting of April 17th last then came up for action.

On motion of Mr Taussig. Section 7 as proposed by Mr Wilson was amended & read as follows.

Sec. 7. At each regular meeting of the Board the Librarian shall report in writing to the Trustees the general condition of the Library and may make such recommendations as he may deem proper. He shall also make an annual report to the Board of Trustees at the close of the Library year.

All of the amendments to Article IX as offered by Mr Wilson including Section 7 as amended by Mr Taussig's motion were then **Adopted** by the following vote:- ayes - Beanston, Cosgrave, Kendrick, Mead, Plum, Taussig, Wallis, Wilson (8) noes Healy, Neal (2) Declined to vote, Mr President (1).

Healy objects to Meads vote

Mr Healy objected to the counting of Mr. Meads vote, he claiming that Mr Mead was a non-resident of the City and County of San Francisco and thereby was ineligible under the Constitution of the Mechanics' Institute to act as a Trustee of the Institute.

Mr Wallis presented the following, which was adopted.

Meeting of Hallidie Memorial Com

Resolved, That the Secretary be instructed to notify the members of the Hallidie monument Committee of their appointment and that the President call a meeting of this Committee for the purpose of electing their Chairman, and after their organization has been effected, that some line of policy be decided upon & secure the co-operation of the various civic and mercantile organizations naturally interested in this object.

Jos M Cumming. The meeting then adjourned

Secretary

Geo Beanston
Recording Secretary

June 9/1900. Quarterly Meeting

No Quorum

San Francisco June 9th 1900.

Regular Quarterly Meeting of the Members of the Mechanics Institute called to order in the Mechanics' Institute Library Building by Vice President Kendrick tonight at ten minutes past eight o'clock, there being but thirty three members present thus lacking seventeen of a quorum, the Chair so announced and no meeting was held.

Jos M Cumming
Secretary

Geo Beanston
Recording Secretary.

June 19/1900.

San Francisco June 19th 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Kendrick. Present - Trustees Beanston, Cosgrave, Healy, Kendrick, McLaren, Mead, Neal, Taussig, Mr. President (8) absent Trustees Brunt, Irving, Plum, Wallis, Wilson (5).

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following Report.

San Francisco June 19, 1900.

Board of Trustees Mechanics Institute.

Gentlemen:- Your Finance Committee reports cash on hand tonight $ 673.34

We present bills amounting to 995.78

and recommend that they be paid the amount necessary to pay all of them will be collected in the next few days.

We present without recommendation the bill of Keck Judd Co. for binding books for Feb & March 99 - $ 48.20 which is not signed by the Library Committee and bill of Lemcke & Buechner for books $ 58.85 - items of which x 2, x 2, 16.50, 6.00 x 4 are not signed by the Library Committee.

Muirhead rent,

In regard to Mrs. Muirheads rent for the premises Nos 2 1/2 Hayes St. we do not think that a lease should be given her and we recommend that her rent be fixed at $ 225 per month from and after August 1st next.

Respectfully R Kendrick
Robt N Neal
B J Taussig, Finance Com.

List of Bills.

W. Loaiza & Co.	31	50
Trans Atlantic Fire Ins. Co.	38	85
Ed Brown & Son.	77	70
Fire Ass'n of Phila.	77	70
Phila. Underwriters.	51	80
Sam Wright,	23	00
Burrows Bros Co.	14	00
Cunningham, Curtiss & Welch.	43	19
Payot, Upham & Co.	203	32
Chas. Scribners Sons.	56	80
Owens, Varney & Green.	38	90
Geo. Kansee	60	00
Moise, Klinkner Co.	1	00
Vincenzo Chiossi Co.	26	45
G. W. Clark & Co.	1	90
H. Eisner.	2	00
W. W. Gillespie.	13	00
Jos. Friger.	5	00
W. M. Weil.	44	65
The Examiner.	11	70
The Call.	13	05
Cubery & Co.	5	00
Pac. Aux. Fire Alarm Co.	36	00
Library Bureau.	14	02
Francis Valentine Co.	7	50
Com'l Pub. Co.	44	75
Bent & Meyerderks.	20	75
Upton Bros.	32	25
	~~+00578~~	
	795	78

June 19/1900.

The recommendation to pay the bills was adopted by the following vote:- Ayes. Beanston, Cosgrave, Healy, Kendrick, McLaren, Mead, Real, Taussig, Mr President (9) Noes. None.

The bills of Hicks Judd Co and Lemcke & Buechner as mentioned in the report, were ordered paid by the following vote.- Ayes. Beanston, Cosgrave, Healy, (Leroy) Kendrick, McLaren, Mead, Real, Taussig, Mr President (8) Noes. Healy (1).

Muirhead Rent fixed

The recommendation of the Committee fixing the rent of the premises Nos 2 & 12 Hayes St, inclusive, occupied by Mrs. Muirhead at $225 per month commencing August 1st next was adopted.

B&R Com.

The Building and Repairs Committee presented the following Report.

San Francisco June 19.1900.

Employees Letter

Board of Trustees Mechanics' Institute.

Gentlemen:- Your Building and Repairs Committee reports as follows on the matters referred to it from the letter of O.J. Compton presented at the last meeting of the Board.

No soap on third floor. Soap has been placed on the wash stand every day but has been stolen; hereafter it will be placed twice a day.

Dirty towels. Three towels a day are placed in the wash room on the third floor, dirty cuspidors. They have been cleaned three times a week; hereafter they will be cleaned every day.

Odor from closets, dirty mirror, dirty drinking cup, and poor disinfectants in urinals. We find that face of mirror was a trifle dirty, but that there is no odor from the closets and that the urinals are properly disinfected.

In regard to poor lights in the reading room and the claim that the lights for the newspaper files are inadequate. Our opinion is to the contrary.

Removal of faucet in reading room. We see no necessity for this unless it is decided that another paper rack is needed.

Fillers needed. This suggestion has some merit and we are investigating the cost of putting fillers in.

Floor in reading room to be covered. This should be done and we have obtained figures upon it and will make recommendations shortly.

Covering hall and stairway of third floor. Will make recommendation shortly.

Lights improperly extinguished. Employees have been notified to exercise care.

Suggestions as to some one having power to look after the building.

Secty in charge of building

Your Committee recommends that the matter of looking after the cleaning of the building, attending to repairs, looking after the lights &c be placed in charge of the Secretary to attend to the same.

Respectfully, John McLaren

L.R. Mead, Building & Repairs Com

The report was received and the recommendation that the Secretary be put in charge of the cleaning of the building &c was adopted.

The Library Committee reported that it had selected books since May 5th last amounting to $109.40 and on the Committees recommendation the books were ordered purchased by the following vote. Ayes, Beanston, Cosgrave, Healy, Kendrick McLaren, Mead, Real, Taussig, Mr President (9) Noes: None.

June 19/1900.

Library Com

or

Compton letter

The Library Committee presented the following report which was received and ordered spread on the minutes.

San Francisco June 19.1900.

Board of Trustees Mechanics' Institute.

Gentlemen:- Your Library Committee reports as follows in regard to the matters referred to it from the letter of O.J. Compton, presented at the last meeting of the Board.

Paper rack in place of faucet in reading room. No more racks are needed.

More file holders in reading room. Not needed.

More country papers. We do not think any more are needed at present.

Punch and similar papers unnecessary. We believe Punch should be continued as we have it filed for some years back, and it is a paper which by all means we should have on file.

Extra books to be put in the Pavilion. We believe this to be a mistake as the building is a wooden structure.

Basement for a patent room. We do not believe that placing patent reports in the basement would be in compliance with the conditions under which the patents are given to us, and they should be placed in a better position in the Library.

Removal of partition in reading room. Would perhaps add to the dignity of the room but it is inexpedient at present.

Improper placing of papers on files. Latter. Proper instructions have been given to employees in these matters.

Respectfully E.J. Healy

D. Taussig, Library Committee.

The Pavilion Committee presented the following Report.

San Francisco June 19.1900.

Underpinning Hayes St

Board of Trustees Mechanics Institute:-

Gentlemen:- Your Pavilion Committee report as follows:-

Having ascertained that the sills under house at 22 Hayes St. and also under the house at 26 Hayes St. were rotted out, and that both houses were sinking down, your Committee examined the same and came to the conclusion that new sills should be put in at once, otherwise there would be serious trouble.

As it was difficult to tell how much work was necessary to properly strengthen the foundations, your Committee considered that it was unwise to let a contract for the work, and accordingly recommend that a reliable person be employed to do the work.

Respectfully Chas M Plum

L.R. Mead, Pavilion Committee.

On motion the Committee was authorized to have the work done.

The Employees Committee presented the following Report, which was received and ordered spread on the minutes.

June 19/1900.

Empl. Com cant agree.

Employees Committee Report

To The Board of Trustees, Gentlemen:-

Your Committee on Employees are at present unable to agree upon any recommendation to this board- it is evenly divided on the following subjects viz:- on the question of recommending an increase of salary to Mr. Gillman - one members believes that the Librarian should have charge of that matter, the other members believing that this question belongs to the Trustees and that they cannot thus delegate their power or functions without serious detriment to the Library.

P. J. Healy
L. R. Mead. Employees Committee.

Special Meeting of Inst.

The President stated that he had received a written request signed by the proper number of the members of the Institute requesting him to call a **Special Meeting of the Institute**, to vote on the matter of authorizing the Trustees to sell the Folsom St Lot and that he had called a special meeting for Thursday June 21st next.

New Members.

The Librarian presented the following names as having joined the Institute, all of whom were on motion approved.

New Members.

Mrs E K. Johnstone	R. E. Fickey	Mrs. E. C. Wright
Miss Josephine Shapmeary	Milton A. Nathan	O Kendall
C R Adams	Jno. Brooks	Chas N. Williams
Frank Brennan	J. J. Keeley	Chas E. Feyer
Francis Bruguiere	Chas A Hackbon	Fred Cook
Edw F Fitzgerald	Sanford Sage	Dr W R Mayo
Chas Ashton	J. Harold Lane	M. B. Morgen

Healy objects to Mead as a non-resident

The President presented a letter, which the Secretary read, the letter being signed "P. J. Healy Trustee of Mechanics' Institute" and claiming that Mr. Mead was not eligible to serve as Trustee of the Institute. The letter alleging that Mr. Mead was not a resident of this City and County as required by the Constitution of the Institute.

The President stated that Mr. Mead had satisfied him that he (Mr Mead) was a resident of the City and County of San Francisco.

On motion of Mr. Beanston, Mr Healy's letter was filed for future reference.

Mr. Neal moved that the question of Mr. Mead's fulfilling the requirements of the Constitution of the Institute in regard to residence be referred to our attorney.

The motion was lost.

Amendment Proposed.

The following **Amendment to the By Laws** was proposed

San Francisco June 14, 1900.

Board of Trustees Mechanics' Institute.

I move to amend Article II of the by-laws of the Mechanics' Institute as follows

Strike out the entire Section 1 and substitute in its place the following:-

"Sec 1. At the first meeting after the election of the Board, or as soon thereafter as may be practicable, the President shall appoint thirteen standing committees, to consist of three members each, except in the case of the Management Committee, which shall be composed of five members.

1. Finance
2. Buildings and Repairs
3. Library
4. Lectures and Classes
5. Printing and Advertising
6. Pavilion
7. Folsom St. Property
8. Management
9. Exhibits
10. Machinery
11. Art
12. Music
13. Tickets and Admissions.

The first seven of the above named committees shall meet at least once in each month, and shall present a written report quarterly, and the other ~~seven~~ (six) committees shall during a fair, report to the Board, at every meeting. Each committee shall approve all bills incurred in its department before they are audited by the Finance Committee."

Strike out the entire present section 9 of said article on the duty of the committee on employees, and change the number of present sections 10, 11, 12, 13, 14, 15, 16. of said article to sections 9, 10, 11, 12, 13, 14 and 15 respectively.

Geo. H. Wallis.

Proposed Amendment.

Mr Healy proposed the following

Amendment to the By Laws.

San Francisco June 19, 1900.

Board of Trustees Mechanics' Institute.

Gentlemen:- I move to amend Section 4 of Article II of the by laws to read as follows.

Sec 4. Library:- This Committee shall consist of five trustees. It shall be the duty of the committee to maintain a careful supervision of the Library in all its departments, this ~~superintendence~~ supervision shall include the superintendence and control of all the employees of the Library. It shall report monthly to the Board of Trustees the condition of the Library and make recommendations for and purchase the books and other supplies required for the Library.

All the reports and proceedings of this committee shall be in writing and kept on file, and a proper book shall be kept for the committee where complaints of neglect or inattention and instructions to employees may be made. This book shall be accessible at all times and shall be in charge of the assistant

June 19/1900.

June 19/1900.

Secretary

This committee shall assume and perform all the duties formerly assigned to the Employees Committee, and in its annual report, the Library Committee shall present estimates for the amounts required for Library expenditures for the next fiscal year.

Respectfully, C.J. Healy.

Healy's $5 bill unpaid

The Secretary stated that the vouchers for $5 in favor of C.J. Healy, ordered paid at the meeting of May 1st last, was still unpaid, as Mr Beanston, the Recording Secretary of the Institute had declined to sign the check drawn for the bill on the grounds that there had been but seven votes cast in favor of the payment of the bill, Mr Beanston claiming that it was necessary that a majority of the Board should vote in favor of the bill.

Mr Mead presented the following Resolution, which was adopted.

Resolutions re Healy's articles.

Whereas, In "the Bulletin" of June 9th 1900, there appeared an article headed "Great Consolidated Library Suggested" and signed "C.J. Healy, Trustee of the Mechanics' Institute", containing misrepresentations of fact, and unjust reflections on the general management of the Mechanics' Institute, and particularly on the Board of Trustees of the Institute; and

Whereas, we recognize the right of Mr Healy to express his own opinions and wishes, as an individual, on matters pertaining to the Mechanics Institute, or on any other matters, but we deny his right to use the name of this Board as a title for himself in an attempt to give official importance to his own personal views; therefore be it

Resolved, that this Board desires it placed on record that Mr Healy has published the article in the issue of "the Bulletin" referred to, without the knowledge and consent of this Board; that said article contains many misrepresentations of fact; that Mr Healy's reflections on this Board, contained in said article are unjust and not borne out by the facts which are well known to him; that the effect of the whole article referred to is to put this Board in a wrong light; and that the statements made by Mr Healy, if undisputed, tend to injure the Institute and Library.

The meeting then adjourned

John Flemming
Secretary

Geo. Beanston
Recording Secretary.

Special meeting of Members.

San Francisco June 21st 1900.

Special meeting of the members of the Mechanics' Institute, called to order in the Mechanics' Institute Library Building tonight at 8.30 o'clock by President Denicke.

It being ascertained that a quorum was present, President Denicke stated that he had called this meeting in response to the following request made to him and signed by the requisite number of members of the Institute as required by the Constitution.

San Francisco June 14th 1900.

Oscar A. Denicke Esq.
President Mechanics' Institute of San Francisco.

Dear Sir. The undersigned being members in good standing of the Mechanics' Institute hereby request you in accordance with Section 4 Article ~~XII~~ VI of the Constitution of the Mechanics' Institute to call a special meeting of the Institute for the transaction of the following business, viz;

The authorization to the Trustees of the Institute to sell that piece of property now belonging to the Institute, and known as the Folsom Street Lot.

Sale of Folsom St Lot authorized.

The President stated that the Board of Trustees at its meeting of June 5th last had resolved to request the quarterly meeting of the Institute of June 9th last, at which there was no quorum, for authority to sell the Folsom St. Lot.

The resolution introduced at the last annual meeting of the Institute by C.J. Healy requesting the Trustees to sell the Folsom St. Lot and which had been laid over to the quarterly meeting of June 9th last (at which there was no quorum) was read.

Mr. Oscar Lewis moved that it be the sense of this meeting that the efforts of the Trustees to dispose of the Folsom St. Lot be approved and that we favor the sale of the said Folsom St. Lot and that the Trustees of the Mechanics' Institute are hereby authorized to sell the said Folsom St. Lot on the best terms possible. Said Lot being Mission Block No 48.

During the discussion on the motion the President withdrew from the meeting and Recording Secretary George Beanston took the Chair.

Mr Lewis' motion was carried.

Mr C.J. Healy moved that any one present and voting against the motion be allowed to have their vote recorded. The motion was carried Messrs E.M. Smith and Horace Wilson recorded their negative votes.

The meeting then adjourned

John Flemming
Secretary

Geo. Beanston
Recording Secretary.

July 3/1900

San Francisco July 3rd 1900.

No quorum appearing at the above regular meeting date of the Board of Trustees of the Mechanics Institute no meeting was held.

John Cumming
Secretary,

Geo. Beaneton
Recording Secretary.

July 17/00.

San Francisco July 17th 1900.

No Quorum adj. 1 week.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the office of the Mechanics Institute tonight at 8.30 PM by Recording Secretary George Beaneton. Present Trustees - Beaneton, Cosgrave, Healy, McLaren, Neal, Tawney, Wallis (7) absent Trustees Brunt, Irving Kendrick, Mead, Plum, Wilson, McPresident (7).

The Chair announces that no quorum was present and on motion of Mr Healy the meeting adjourned till 8 PM of Tuesday July 24th 1900.

John McCumming
Secretary

Geo. Beaneton
Recording Secretary,

July 24/00.

San Francisco July 24th 1900.

adj from July 17

Adjourned Regular Meeting of the Board of Trustees of the Mechanics' Institute from July 17th 1900 met in the Mechanics Institute Library Building tonight at 8 o'clock, vice president Rodney Kendrick presiding.

Present, Trustees Beaneton, Irving, Kendrick, McLaren, Neal, Tawney, Wallis, Wilson (8) Absent Trustees Brunt, Cosgrave, Healy, Mead, Plum, Mr. President (6)

The minutes of the regular meeting of June 19th 1900 were read, and approved and the record of the regular meeting of July 17th 1900 was read and approved.

Messrs Cosgrave and Healy entered.

The Finance Committee reported cash on hand of $2212.82 and recommended payment of the following bills,

Pay Roll	973.50
A Rulofs	39.85
D & M McNeil	179.40
University of Cal	1000.
J McLaren	194.
H. Leggart	27.64 amounting to 2414.39

The bills were ordered paid by the following vote: ayes, Beaneton, Cosgrave, Irving, McLaren, Kendrick, Neal, Tawney, Wallis, Wilson (9) Noes, Healy (1).

Library Book moved.

The Building and Repairs Committee presented the following Report which was adopted

San Francisco, July 24th 1900.

To the Board of Trustees Mechanics' Institute.-

Gentlemen,- The Building Committee recommends that the present delivery desk and office on the ground floor be removed, and that the delivery desk be placed along the East side of the room beginning at the front window, including space for the Librarian.

It is estimated that the new arrangement will require about 8 ft x 27 ft. or a floor space of about 200 sq ft as against 350 sq ft now occupied. It will also directly tend to better the service for the patrons of the Library.

The cost of the change is estimated at about $50.00

Respectfully
John McLaren
& C Irving Building & Repairs Com

The Library Committee reported that it had selected books amounting to $296.75 and on the Committee's recommendation the books were ordered purchased by the following vote,- ayes, Beaneton, Cosgrave, Healy, Irving, Kendrick, McLaren, Neal, Tawney, Wallis, Wilson. (10) Noes, None,

Classes closed.

For the Committee on Lectures and Classes, Mr. Wilson reported that the Classes had closed as usual at the end of June.

July 24/00.

Janitor Jackson dead.

For the Pavilion Committee, Mr. Wallis reported that J.A. Jackson, janitor of the Pavilion had died suddenly on the evening of Sunday July 22, 1900.

Mr. Wallis stated that Messrs. Plum and Mead the other two members of the Committee were absent from the city but that Mr. Mead would return shortly.

On motion the appointment of a janitor was ordered deferred till the return of Mr. Mead and the Pavilion Committee in the meantime was given power to fill the position temporarily.

Muirhead Rent back to $200

Mrs. Muirhead, tenant of the Hayes and Larkin St. corner entered and addressed the Board stating that it was impossible for her to pay the rent of $225 per month as recently fixed by the Board. After some discussion, Mrs. Muirhead withdrew.

Mr. McLaren moved that Mrs. Muirheads rent be reduced to $200 per month from and after August 1st next. The motion was carried by the following vote:- Ayes, Beanston, Cosgrave, Healy, McLaren, Wallis, Wilson, Young (7) Noes, Kendrick, Neal, Tansey (3)

The Librarian presented his report for the month of June which was received and the following names mentioned therein as having joined the Institute were on motion approved.

New Members

Frank M. Leland,	Edw R. Claassen	G. W. Kock, Jr.
W. Young	Austin Lewis	Chas J. Laporte
Chas W. Davis	Ben Irving	Mrs Emeline Schmidt
W.E. Porter	Mrs L.C. Overhiser	Jno. W. Hughes
J.W. Roe	Lloyd N. Scott	Chas E. Naylor

New Members

The Librarian presented the following names as having joined the Institute from July 1-17, 1900.

Miss T. Rideout, Stanley	Miss M.R. Thompson	C.F. Mead
W.N. Morgan	Chas P. Coles	Geo H. Wilson
Miss E.J. Matthews	Mrs Emma Ybarra	Mrs C.L. Havey
Dr Louis Stein	R.S. Rockwood	Jno. A. Marshall
Herbert Arthur	E.V. Green	J. Weyl
W. Hooper	Geo E. Spunger	Albert Tonnheim
Paul K.F. Butte	Miss Katherine Lake	Horatio Hawkins
Jacob E. Lewis	Dr Henry Bergstein	Geo Murphy
A.P. Purcell		

Schloback suspension and resignation

The Librarian reported that on July 2nd last it became necessary for him to suspend assistant P.J. Schloback for breach of Library discipline and that he had employed C.B. Cook temporarily to fill the vacancy.

On motion the action of the Librarian was approved.

A letter was read from P.J. Schloback resigning his position as Library assistant to take effect August 1st 1900.

On motion of Mr. Beanston Mr. Schlobach's resignation was accepted and his salary ordered to be ceased on the evening of July 2nd 1900 the date he was suspended.

On motion the matter of filling the vacancy caused by Mr. Schlobach's resignation was referred to the Employees Committee.

July 24/00.

Secty.

The Secretary presented the following report for the month of June, which was received and ordered spread on the minutes.

San Francisco July 3rd 1900.

Board of Trustees Mechanics' Institute.

Gentlemen:- I submit herewith financial statement for June 1900.

June 1, 1900 Cash on Hand 671.85

Receipts

Library			
Dues	2031.50		
Entrance Fees	36.		
Books	67.85		
Library Bulletin	10.20		
Miscellaneous	32.5.		
Donation	39.		
Expenses (Sale of Cards)	30.60	2540.15	
Pavilion			
Rents	316.		
Hayes St. Rents	458.80		
Gas	28.35		
Mantels	3.		
Lighting	10.	816.15	3356.30
			4028.15

Expenditures

Library			
Binding	48.29		
Books	372.36		
" Lick Fund	21.45		
Classes	60.		
Fancy Work	175.40		
Insurance	27.13		
Interest	31.50		
Lectures - Illustration 60. Painting 23.75 Moving Chairs 12.	203.33		
	95.75		
Library Bulletin	115.25		
Lighting	290.55		
Periodicals	30.10		
Printing & Stationery	110.27		
Salaries Brickett 150 Library 711.	861.		
Water	54.90	2497.28	
Folsom St.			
Improvements	254.80		
Water	8.40	263.20	
Pavilion			
Salary	90.		
Water	21.85		
Insurance	282.05		
Gas	273.45		
Lighting	64.		
Electricity	6.30		
Printing	7.50		
Repairs	37.		
License	21.		
Garbage	26.45		
Water Hayes St	26.45		
Telephone	18.85	871.60	3632.08
			396.07
			4028.15

June 30, 1900 Cash on Hand,

Summary

Library			
Receipts	2540.15		
Expenditures	2497.28		
Excess of Receipts		42.87	
Pavilion			
Receipts	816.15		
Expenditures	871.60		
Excess of Expenditures		55.45	
Folsom St. Expenditures		263.20	
Decrease Difference in cash Jun 1st/Jun 30.	275.78		
	318.65		318.65

Respectfully Submitted

W.M. Cumming Secty

Janitors Report Pavilion

A report from the Janitor containing a list of the property in the Pavilion was read and referred to the Pavilion Committee.

Letters were read from President Denicke asking for leave of absence till Aug 31st and from Trustee Clark asking two months leave, both of which were granted.

Denicke & Plum get Leave.

Mr Wallis requested a leave of absence from Aug 24th till Oct 15, next the request was granted.

Applicants for Janitor.

Applications for the position of Janitor of the Pavilion were presented as follows and referred to the Pavilion Committee.

J. C. Fuzzell
Agnes Clarke
F. E. Harris
Geo L. Harris
A. C. Fisher
D.A. Macdonald
J. Mein
Eustace Videau
A. C

Drawing & Spanish applicants

The application of F. Goldstein for position as teacher of free hand drawing and of Miss Salcido to be teacher of a Spanish class were referred to the Committee on Lectures and Classes.

The amendments to the by-laws proposed at the meeting of June 19th last were on motion laid over for action till the next meeting.

Jackson's salary to his widow

Mr Wallis moved that the salary of the janitor of the Pavilion for the full month of July be paid to his widow. The motion was carried by the following vote:- ayes, Beaneton, Cosgrave, Healy, Irving, Kendrick McLaren, Neal, Taussig, Wallis, Wilson, (10) noes. none.

Healy's $5 bill rescinded

The Secretary asked what disposition should be made of the vouchers and check for $5 in favor of P.J Healy which was ordered paid at the meeting of May 8th last, the Recording Secretary having refused to sign the check, on the ground that the Constitution required eight votes to be cast in favor of a bill before it could be paid and that the bill in question had received but seven.

Mr. Neal moved that the bill be paid.

Mr Cosgrave moved that the matter be indefinitely postponed, the motion was lost.

Mr Neal's motion was lost by the following vote:- ayes, Healy, Irving, Kendrick McLaren, Neal, Taussig, Wallis (7) noes. Beaneton, Cosgrave, Wilson, (3)

Mr Beaneton moved that the action by which the bill was recorded as paid be rescinded and the check cancelled. the motion was carried.

Amendment to By-laws.

Mr Healy gave notice that he would present at the next meeting of the Board the amendments to the By Laws proposed by him at the meeting of June 19th last with the following changes:-

In the first paragraph of the amendment as proposed June 19th 1900 after the words

Amendment

"in all its departments" and before the words "the supervision shall include" insert the following "except where otherwise specially provided." In the last paragraph of the proposed amendment, strike out the words "the Library Committee" occurring after the words "annual report."

Mr Taussig presented the following which was received and referred to the Finance Committee.

Taussig's letter re Finances.

July 23. 1900.

Considering that some serious attention should be paid to our financial condition, I beg to submit the following result of a careful investigation of our affairs:-

In addition to the uncollected notes amounting to $17000 the Mechanics' Institute owed on Mch 1. 1900 — $5666.83

less cash on hand, 576.97

Net $5089.86

on June 30 the unpaid bills amounted to 4098.72

less cash on hand, 396.12 3702.60

showing a reduction of bills of $1367.26

but as we were compelled to borrow $3000 to make payments which could not be delayed, we are facing a deficit during the four months of $1632.74 created as follows:-

Post St Building and Library Surplus			$783.13
Pavilion	"		475.88
Folsom St property	deficit	$443.59	
Interest during the 4 mos.		2448.16	
Net deficit		$2891.75	1632.74
			$2891.75

The receipts from the Library and Post St. Building for the 4 mos. from Mch 1. to June 30 were $8671.85

Current expenses for salaries, classes, Lectures, Lighting, Taxes, Painting, Repairs &c. 6349.22

Bills incurred for Books, Periodicals & Binding 1509.50 7858.72

Showing a net surplus of $783.13

While the expenses have perhaps been above the average as taxes and bills for Painting and Upholstering are included, there are on the other hand some book bills to be added. The worst feature in connection with the Library is that receipts from Membership dues are $1000 less for the 4 mos. than during the same time last year.

As the Library is today the main feature of the Institute and as it is generally conceded that the members pay their dues for the benefit derived from the Library, it is almost imperative that its affairs be administered separately from the other realty holdings of the Institute. The expenditure should be limited by the receipts, but the receipts ought to be applied to its benefit alone.

Meanwhile the list of employees ought to be revised and careful consideration be given to the advisability of retaining the classes, Lectures and the Library Bulletin.

Unless some of the property is sold, there seems to be but little chance of reducing the indebtedness.

It would therefore be a saving to the Institute in taxes, if we were to borrow

July 24/00.

Finance Committee

enough money on mortgage to pay off the notes due the Bank considering well the advisability of borrowing sufficient to pay our various bills as well, as we go along, the various debts of the Institute ever increasing, it will soon be a question of mortgaging a part of its holdings to save the balance or allow interest bills and expenses eat up all.

The meeting then adjourned

Jos M Cumming
Secretary

Geo Beanston
Recording Secretary

San Francisco August 7th 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by Vice President Kendrick. Present Trustees:- Beanston, Healy, Irving, Kendrick, McLaren, Mead, Neal, Wallis, Wilson (7) Absent Trustees Brunt, Cosgrave, Cluss, Taussig, Mr. President (5).

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following Report.

San Francisco Aug 7th 1900.

Finance Report.

Board of Trustees Mechanics' Institute.

Gentlemen:- Your Finance Committee presents herewith report of P. VanDeck, expert showing the Institute Books correct to June 1, 1900,

There is cash on hand tonight of ——— $ 925.34.

We present bills amounting to 1148.36

and recommend that they be paid.

Respectfully
R Kendrick
Robt O Neal Finance Committee

List of Bills.

Jos M Cumming	82.00	Forward	1898.86
F J Taggart	24.03	Sievers & Boland	25.
Milwaukee Mech Inst Co	38.85	Louis H Wilson	5.
Emporium	1.20	University Book Store	2.
S F News Co	8.43	P A Espina	10.
C F Hagman	22.85	Joost Bros	5.55
Le Count Bros	12.50	Weed & Finck Co	9.10
		Cal Roll	9.07.85
Forward	1898.86	Total	$ 1148.36

On motion the report was received and accepted and the bills ordered paid by the following vote:- ayes, Beanston, Irving, Kendrick, McLaren, Mead, Neal, Wallis, Wilson (6) declined to vote McHealy (1).

——— Mr. Brunt entered ———

The Library Committee reported that it had selected books amounting to $394.55 and on the Committee's recommendation the books were ordered purchased by the following vote:- ayes, Beanston, Brunt, Healy, Irving, Kendrick, McLaren, Mead, Neal, Wallis, Wilson (10) Noes None.

Binding awarded.

The Library Committee presented the following Report in regard to the Bids for Binding.

San Francisco Aug 7, 1900.

Board of Trustees Mechanics' Institute

Gentlemen:- Your Library Committee beg to report in the matter of Binding as follows,

Bids were received and calculated upon the amount of binding during the past year.

Amounting as follows (see next page).

Binding & Hicks Judd.

(Binding Bids)

C Elundt	$766.80
Hicks Judd Co	932.85
Hank Malloye	947.30
J K Phillips	959.34
Phillips Bro	966.82
Payot Upham & Co	968.11
Bigsell Rollins & Co	1007.64

Mr. C Elundt upon further examination of the work gave notice that he could not take the contract on account of not having the necessary machinery.
Your Committee therefore recommend that the Contract be awarded to Hicks Judd Co the next lowest bidder, at prices as per their bid annexed.

S C Irving
P J Healy Library Com.

On motion the Committees recommendation was adopted.

The Librarian presented his report for the month of July which was received and the following persons named therein as having joined the Institute were on motion approved.

New Members.

New Members

E J Martin	Mrs M C Cummins	Ernest H Simonds
H A Gerrist	A J Pillsbury	Mrs Flora J McVay
Miss Mae D Royce	J P Turner	J F. Whelan
C H Green	Hank T Ewell	W B Favelle
A J Hubert	L C Greene	J M Hoyt.

The Secretary presented his report for the month of July, which Secty. was received and ordered spread on the minutes.

San Francisco Aug 7. 1900.

Board of Trustees Mechanics Institute

Gentlemen:— I present herewith financial statement for July 1900.

July 1. 1900 Cash on Hand $3960.07

Receipts.

Library Subs.	1030.50.		
Ent Fees	40.		
Books	72.65		
Lib Bulletin	4.45		
Trustees	325.		
Misc.	60.20.	1532.70	
Pavilion Hayes St.	369.		
Pav. Rent	300		
Damage	18.10	687.10	2222.89
			2,618.87

Expenditures.

Library — Salary Librarian	675.50		
" Institute	150.		
Classes	60		
Expense	7.64		
Plumbing & Co	20	1105.14	
Repairs	194		
Pavilion Salary	90		
Janitress	39.85	129.85	
Folsom St. Interest	1000.		
Improvements	179.40	1179.40	2414.39
aug 1. 1900 Cash on Hand			204.48

Secty.

Secty's Report.

Summary

Library

Receipts	1532.70	
Expenditures	1105.14	
Excess		430.56
Pavilion		
Receipts	687.10	
Expenditures	129.85	
Excess	557.25	
Folsom St. Expenditures		1179.40
Cash July 1. 1900	396.07	
" Aug 1. 1900		204.48
	1382.88	1383.88

Respectfully Submitted
Jos M Hemmens Secty

Applns for Janitor.

Applications for the position of Janitor of the Pavilion were received from
L. F. Cubbon, M. F. Buckley, C. Wade Hutchings
H Eisner J T Kewish Gus Faber
J J M Cue and were referred to the Pavilion Committee

Letters Read.

Thanks from Mrs Jackson

From Mrs S A. Jackson and family thanking the Board, for kindness at time of death of her husband, late Janitor of the Pavilion. Received and filed.

Cal Forestry

From the California Water & Forest Socy inclosing copy of a letter addressed to the Secretary of the Interior in regard to the work of the U.S. Geological Survey, with the request that the Institute send the letter to Washington. On motion of Mr Healy the President and Secretary were authorized to sign and send the letter.

From the Committee for the Protection of Physical Culture inclosing (with a request for their passage) a set of resolutions protesting against a change in the method of physical culture in the local public schools. Received and filed.

My Cosgrave entered.—

Amendment to By Laws Adopted.

Under unfinished business Mr. Neal moved that the amendments to Article II of the By Laws of the Institute as proposed at the regular meeting of the Board of Trustees of June 19th last by Trustee Geo H. Wallis be adopted.
The motion was carried by the following vote: ayes, Beanston, Brunt, Cosgrave, Healy, Irving, McLaren, Mead, Neal, Wallis (9) noes, Kendrick, Wilson (2)

Healys Amendment Lost

Mr Healy moved that the amendment to Article II Section 4 of the By Laws as proposed by him at the regular meeting of June 19th last and as changed in its wording by him at the adjourned regular meeting of July 24th last be adopted.
Mr Wilson moved to amend by striking out the last paragraph of the proposed amendment. Mr Brunt moved as an amendment to the amendment that everything in the proposed amendment except the first sentence thereof

Aug 7, 1900.

be stricken out. Mr. Brunt's motion was carried by the following vote. ayes. Beaston, Brunt, Cosgrave, Irving, Mead, Wallis, Wilson (7) Noble, Healy, Kendrick, McLaren, Neal (4)

Mr. Wilson moved to strike out the first sentence of the proposed amendment. The motion was carried by the following vote,- ayes, Beaston, Brunt, Cosgrave, McLaren, Mead, Wallis, Wilson (7) Noble, Healy, Irving, Kendrick, Neal (4).

2nd Meeting to be adopted.

Mr. Neal moved that the notice of the September Quarterly Meeting of the Institute be published in the daily papers. The motion was carried.

Public phone in library Complaint

Mr. Neal called attention to the fact that the Telephone Co. had changed the rate for switching in the public phone in the Library hallway from 5¢ to 10¢ and he moved that the Telephone Co. be notified to place a nickel phone in or else remove the present one entirely. On motion of Mr. Wilson the motion was referred to the Finance Committee to report at the next meeting.

The meeting then adjourned

John Canning
Secretary

Geo Beaston
Recording Secretary

Aug 21/1900.

San Francisco, August 21st 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute held in the Mechanics Institute Library Building tonight at 8 o'clock. Present- Trustees Beaston, Healy, Irving, Kendrick, McLaren, Neal, Wilson, Vice President (8) absent Trustees Brunt, Cosgrave, Mead, Plum, Taussig, Wallis (6).

The minutes of the previous meeting were read and approved,- Mr. Wallis entered.

The Finance Committee presented the following Report.

San Francisco Aug 21st 1900.

Board of Trustees Mechanics' Institute -

Gentlemen :- Your Finance Committee reports as follows.

there is cash on hand tonight amounting to $645.83

We present bills amounting to 685.65

and recommend that they be paid.

Public Telephone

In relation to the telephone in the hall referred to this Committee we recommend that the Telephone Co. be required either to replace the nickel phone or to remove their phone altogether.

$4000 needed

In relation to the letter of Trustee Taussig, referred to this Committee and which they have had under consideration, your Committee in making a partial report on the same is of the opinion that all of our present outstanding bills should be paid and we present tonight a resolution authorizing the borrowing of $4000.

It is the Committee's intention if this resolution is passed to carefully consider all of our bills before the next meeting and present them for payment with the understanding that no more of the $4000 shall be borrowed than shall be found necessary to use for this purpose.

Respy- R Kendrick
Robt C. Neal - Finance Com.

List of Bills

Bu chanan Bros.	7	95
Chronicle	27	50
Abend Post	3	90
Evening Post	8	40
The Guide	1	50
Bulletin	18	00
Daily Report	4	50
Publishers Weekly	8	25
J. Fauzy & Co.	11	35
E.D. Bronson & Co.	60	50
Robt. E. Cowan	6	80
Dappleton & CO.	76	00
Alexander Yost & Co.	4	50
Elder & Shepard	6	88
H.B. Lathrop	5	00
A.M. Robertson	16	88
Pac. T. & T. Co.	37	80
Spping Valley W. Wks.	102	10
Pac. Gas Imp. Co.	118	65
Pac. Gas Gov. Co.	3	00
Geo. M. Mitchell Co.	105	00
John Monahan & Co.	9	25
C.A Murdock & Co.	6	35
Crocker Langly Directory	10	00
Bulletin	2	75
H. Ernst	7	75
Palace Hwd. Co.	8	55
Robinson & Gillipsie		75
Evening Post	1	50
Goodyear Rubber Co.	4	29
	685	65

The bills were ordered paid by the following vote:-ayes, Beaston, Healy, Ewing, Kendrick, McLaren, Neal, Wallis, Wilson, Mc President (9) noes None.

Mr. Cosgrave entered.

The recommendation in regard to the telephone was referred back to the Committee.

The Committee presented a resolution to borrow $4000 which was also referred back to the Committee.

The Committee on Lectures and Classes presented the following report:

Aug 21, 1900.

Classes to open. Gentlemen:- Your Committee having taken consideration of certain questions beg leave to report the following recommendations.

1st That the drawing classes be resumed under the usual conditions the first week in September under the instructions of Messrs Latimer and Behrends, and that the Secretary give proper notice to members and the public.

New rules for Lectures. 2nd That the Lecture Course be conducted under the following modifications

That only special lectures on subjects of vital interest be given at such times as distinguished lecturers can be obtained and on such evenings as may be found convenient

That tickets be issued at 50 cents each and 2 be given each member applying for them-and that the Librarian be authorized to distribute such additional tickets marked Complimentary as may be expedient

No spanish. 3rd That no proper accomodations being available, it is not expedient to open a class for the study of Spanish at present.

Respectfully Submitted.

Horace Wilson

Robt W Neal

Jas K Cosgrave Com on Lectures & Classes.

The report was considered seriatim and all of its recommendations adopted.

Class Fees. Mr. Wilson moved that the fees for the drawing classes be $2.50 for the autumn term and $3 for the spring term. Mr. Cosgrave moved to amend by inserting $1.50 for the autumn and $2.00 for the spring term. The motion as amended by Mr. Cosgrave was adopted.

Mr Balls for the Pavilion Committee presented the following Report.

S.F. Aug 21. 1900.

Board of Trustees Mech Inst.

Pavilion Janitor. Gentlemen:- Your Pavilion Committee begs to report in the matter of a new janitor for the Pavilion that 15 applications were considered. After careful consideration they have come to the conclusion that the best man for the position is Mr J. Buckley. He is a machinist and has worked a number of times in the Pavilion in connection with the Fairs and other work, and we recommend that he be appointed janitor and that he enter upon his duties at once.

Statues to be removed. Your Committee requests authority to remove and repair the foundation under the large plaster of paris statues of the Art Gallery as it is in danger of falling and should be attended to at once. Respy. G.H. Wallis

Buckley elected Janitor. The Board decided to ballot to fill the position of janitor. The Chair appointed Messrs. Kendrick and Neal, tellers. The ballot resulted as follows:-

M. J. Buckley	6.
D.A. Macdonald	2.
S.C. Puzzell	1.
Harvey Burdell	1,

whereon the Chair declared Mr. Buckley elected.

The request of the Committee in regard to the Art Gallery stairs was granted.

New Members. The Librarian presented the following names as having joined the Institute all of which were on motion approved.

Mrs Frank H. Hayes.	J.T. Boyd	C.P. Van Haulten
Alfred S. Clark.	W.S. Pearce	Chas C. Mullen
H.G. Ewing	Chas L. Paige	Mrs Sophie Harris
H.E. Bennett	Chas E. Fredericks	Ernst W. Hewson
Mrs Ella V. Mooney	J.H.P. Howard	Christian N. Hjul.
J.T. Welham	Ray Sullivan	Mrs M.K. Parrott.
N Lockhart	Mrs B.F. Runyon.	A.A. Bigelow

Librarian's Loan Exhibit. The Librarian submitted for consideration a proposition to hold a "Loan Exhibit of Books and Pictures illustrating the History of English and American Literature", to be held in connection with the Library. The matter was referred to the Management Committee.

Corbett's Library Plans. A letter was read from Harvey W. Corbett, from Paris, stating that in regard to the plans for a library building which he had drawn and submitted in connection with his graduation from the Ecole des Beaux Arts of Paris and which he had drawn in accordance with suggestions submitted by the Institute last year at Mr Corbett's request,- that the plans were complete and that if the Institute desired to avail itself of the plans he would be glad to communicate in regard to the matter.

The letter was referred to the Committee on Institute Properties, and the Secretary was instructed to acknowledge it.

Telephone. A proposition from the Peoples Mutual Telephone Co. to place their telephone in the Institute was received and referred to the Finance Committee.

Janitor Salary. Mr. Wilson presented a resolution reading "the salary of the Janitor at the Pavilion be fixed at $70 per month." The resolution was adopted.

Sale Bloom St & City. The President called the attention of the Board to the fact that the city owns a portion of the block on which the 16th st. Bloom St grounds are, and he thought it might be well to endeavor to sell the Institutes portion of the block to the city, to be used as a public park or playground. The suggestion was referred to the Committee on Institute properties. The meeting then adjourned.

J.M. Cumming Secty.

Geo. Beaston Recording Secretary.

Sept 8, 1900.
out of regular order.

Members Quarterly.

Mechanics' Institute Library Building, San Francisco, September 8th 1900.

Quarterly — The regular Quarterly Meeting of the Members of the Mechanics' Institute was held at the above location tonight at 8 o'clock, being

No Quorum — called to order by President E.A. Denicke.

There being but twelve members present, on motion of Mr. E.A.T. Gallagher the meeting adjourned till the regular Quarterly Meeting of December next.

Jno Cumming
Secretary.

Geo Beaneton
Recording Secretary.

Note This should follow minutes of Sept 4.

Sept 4/1900.

Mechanics Institute Library Building, San Francisco, September 4, 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute held at the above location tonight at 8 P.M.— Present Trustees, Beaneton, Cosgrave, Healy, Irving, McLaren, Neal, Tamsig, Mr. President (8) Absent Trustees Brunt, Kendrick, Mead, Wallis, Wilson, Plum (6).

The minutes of the previous meeting were read and approved.

Finance — The Finance Committee presented the following Report.

San Francisco, Sept 4, 1900.

To the President and Board of Trustees of the Mechanics' Institute.

Your Finance Committee reports as follows:—

Statt of debts. — The Institute owed on March 1, 1900.

Bills amounting to	$ 5666.83	
Less Cash on hand	596.97	
	5069.86	
Int. accrued on Mortgage	500.	
Bank debt (Int)	70.	
Salary ac	1009.50	
Net Indebtedness		$ 6649.36
Owe Sept 1, 1900. Bills	$ 462496	
Int. accrued on Mtge.	500.	
" " Bank debt	103.33	
Salary	838.33	
	6066.62	
Note made	3000.	9066.62
Showing a deficit for 6 months		2.417 26
Less Cash on hand		399.63
Net deficit.		2.017 73

Created as follows.

Library Surplus		$ 1067.98
Pavilion "		97543
Folsom St. deficit	$ 476.25	
Interest	3584.84	
Net deficit		2017.73
	$ 4061.09	4061.09

It may be of interest to state that the receipts from the Library and Library Building were for 6 months. $ 11812.63

Bills incurred for current expenses 850299

For Books, Binding, Periodicals 2241.70 10744.76

Surplus. $ 1.067 96

We beg to state that aside from the money due on notes we owe today $ 6066.62

On which there is due for interest $ 1103.33

Salaries 838.33 1941.66

Leaving amount due on bills $ 4124.96

Sept 4/1900.

Finance

It is estimated that our receipts for September will amount to $4000 which will enable us to pay off about $2000 of accrued bills, the balance being used to pay interest and salaries.

We have audited and present herewith bills amounting to $5361.76 which ought to be paid without further delay We therefore recommend that sufficient money be borrowed to make up the deficiency, as it is very probable that a further loan will have to be made when the bills become due, We would suggest that inquiries be made as to the advisability of adding the debt due the bank to the mortgage now owing to the University of California, thereby saving the taxes on that amount.

Aside from the proposition to sell some of the property of the Institute in order to get out of debt, which is slowly but surely growing larger, we can only recommend economy in expenditures, and that efforts be made to get new members.

Empl. Cmte

The receipts from dues and entrance fees compare as follows.

Receipts from dues incl 1-Sept 1 1899		$7938	
" " Ent Fees.		397	$10.335
" " dues " " " 1900		8668	
" " Ent Fees " " " "		244	$8.912
Decreased Receipts			$1.423

We would also note that the Library Bulletin, instead of being a source of revenue to the Institute is not even self supporting.

Auditing Pay Roll

This Committee has audited the pay-roll of the Employees for the month of August, without the approval of any other Committee, as since the abrogation of the Employees Committee, no other Committee has due authority in its premises, We recommend that, in future, the Pay Roll of the Employees of the Library, be approved by the Library Committee and of the Employees of the Pavilion be approved by the Pavilion Committee, before presenting to this Committee to be audited Respectfully Submitted

R Kendrick
Robt A Neal
R J Tansig Finance Committee.

The Committee in accordance with its recommendation to borrow money presented the following;

$2000 Borrowed

Resolved.- That the President and Recording Secretary of this corporation, the Mechanics' Institute of San Francisco be and they are hereby authorized and empowered to borrow of the First National Bank of San Francisco, a sum, not to exceed Two Thousand Dollars at such rate of interest as they may deem expedient, and that the President and Recording Secretary be and they are empowered and authorized to make and deliver to the lender, the promissory notes of this corporation for such sums as may be required.

The resolution was adopted by the following vote:-
Ayes. Beanston, Cosgrave, Healy, Irving, McLaren, Neal, Tansig, Mr President (8)
Noes. None.

Sept 4, 1900.

List of Bills

Fund $20389.00

A.M. Robertson	20.57		
" " "	39.16	59	73
Pac. Gas Imp. Co.	92.10		
" " " "	87.90	180.	00
Jos. Fieger	1.25		
" "	3.15	4	40
B.F. Stevens & Brown	181.18		
" " " "	1.26	182	44
Hicks-Judd Co.	10/32		
" " "	225.32		
" " "	103.89		
" " "	6.00	344	53
Cunningham Cutis & Welch	46.81		
" " "	2.25		
" " "	24.40		
" " "	13.00		
" " "	13.20	101	66
Chas. Scribner & Sons	38.81		
" " "	155.49	194	30
Payot Upham & Co.	87.17		
" " "	82.21		
" " "	271.30		
" " "	90.40	531	07
Lecmcke & Buechner	100.91		
" "	161.68	262	59
S.F. Gas & Elec Co.	27.65		
" " " "	5.30	32	95
Henry Ernst	22.75		
" "	12.25	35	00
Publishers Weekly		3	20
Palace Hardware Co.		1	25
Pacific Rural Press		3	50
Boston Book Co.		48	86
R.L. Polk & Co.		10	00
E.N. Moore		7	00
Buchanan Bros.		1	45
.D. Bronson & Co.		38	00

Fund $20389.00

C.R. Gagan	46	00
Globe Disinfecting Co.	2	00
Fishbeck & Cloetz	2	00
Jos. Fredericks	248	60
W.V. Gillespe	13	00
Examiner	11	70
C.A. Cutter	5	00
H.S. Crocker & Co.	5	50
Cubery & Co.	5	00
Burrows Bros. Co.	14	00
John H. Bowden	9	50
The Call	11	70
A. Zellerbach & Sons	19	53
H.Eisner	35	50
S.F. News Co.	1	31
Bent & Meyerderks	4	70
A. Van Pelt	25	00
University of California	1000	00
Univ.? Pac. Gas & Cov. Co.	1	50
Tillman & Bendel	4	50
J Treat & Co.	3	60
Subscription News Co.	37	75
Robinson & Gillespie	1	50
Mercantil Towel Co.	11	50
F.J. Teggart, Librarian	30	48
Jos. M. Cunning	118	65
Frederick Starr	12	50
Le Count Bros.	7	97
Jas. H. Lamb & Co.	21	00
Mining & Scintific Press	3	50
Jno. Meanhan & Co.	2	00
Pac. Aux. Fire Alarm Co.	24	00
A. Kingsbury	3	00
Haas Mfg. Co.	10	00
Upton Bros.	33	25
D. Appleton & Co.	6	00
Andrew Wilkie	55	00

Fund $3885.93

Alexander Yost Co.	4	50
E.G. Allen	276	96
Shakespeare Press	2	00
Wycoff, Seamann & Benedict	75	00
Valleau & Peterson	30	25
Scintific Pub. Co.	4	25
Library Bureau	4	30
Pac. Tel. & Telg. Co.	24	75
C.F. Harman	12	00
Henry Chester	183	32
M.O. Watrous	3	50
Chas. J. Doe & Co.	13	48
	$4523	86
Pay Roll	838	33
Collection Fund	$5361	76

Healy objects to bills

In relation to the bills, at Mr. Healy's request, all of the bills for books and certain items on the pay roll, except the book bills which he had had an opportunity to examine, were set aside and a vote taken on the remainder of the bills with the result that the bills not set aside were ordered paid by the following vote:- ayes; Beanston, Cosgrave, Healy, Irving, McLaren, Neal, Tansig, Mr President (8) Noes: None.

Action on Finance Report

On motion of Mr Beanston, further action on payment of bills was postponed for the present.

The suggestion as to paying off the Bank debt by borrowing on mortgage was adopted

The recommendation as to auditing the pay roll was adopted

The Library Committee reported that it had selected books amounting to $702.75. The books were ordered purchased by the following vote -ayes. Beanston, Cosgrave, Irving, McLaren, Neal, Tansig, Mr President (7) noes. Mr Healy (1)

Dept 4/1900

Next Thursday in Pav Com.

The President stated that in the absence of Messrs Plum and Wallis of the Pavilion Committee he had appointed Messrs Neal and Taussig temporarily.

Mr Neal brought up the matter of the proper looking after of the various articles at the Pavilion and on motion the Secretary was instructed to keep a regular account of the property at the Pavilion, Folsom St Lot and Library.

Acct of Goods to be Kept.

Loan Exhibit Authorized

Mr Taussig for the Management Committee presented a report recommending that the "Loan Exhibition of Books and Pictures" be held as suggested by the Librarian at the last meeting.

Mr Healy objected to the report being presented as a majority report it being signed by Messrs Taussig, Neal and Dericks.

Mr. Taussig moved – That a Loan Exhibition of Books and Pictures be held; that it be under the charge of the Librarian; that he be authorized to incur an expense not to exceed $150 for the purposes of the exhibit.

This motion failed to receive 8 votes and the Chair declared it lost.

Mr Taussig moved that "a Loan Exhibition of Books and Paintings" be held and that it be under the charge of the Librarian.

Mr. McLaren moved that the matter be referred back to the Management Committee to report an itemized statement of the expenses and plans of the Exhibition the motion was lost by the following vote:– ayes, Healy, Mr McLaren (2) Noes, Beanston, Cosgrave, Irving, Neal, Taussig (5) declined to vote, Mr President. (1)

Mr Taussig's last motion was then carried.

Mr Wilson entered

Mr. Neal called the attention of the Folsom St Lot Committee to the fact that it would be necessary to commence shortly to prepare the grounds for the football season.

New Members

The Librarian presented his report for the month of August, which was received and the following persons mentioned therein as having joined the Institute were on motion approved.

Jno F. Tibbetts	Jas. D. Goshenaux	F. P. McEvoy
Geo W. Bowers	Miss Emma J. Barber	Fred Ray
F. G. Baum	Henry Decker	Elizabeth Pissinger
Frank L. Noriega	Miss Roberta Rembert	Miss May D. Marsh
John J. Dieschen	Wm F. Hitch	Major O E Wood U.S.A.
M. A. F. Lincoln	Chas G. Uelmann	Miss Mary Engwick
Mrs Margaret S. Clark	Clifford W. Scott	

The Librarian presented his report for the preceding quarter which was read and referred to the members quarterly meeting of Sept 8th next

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For further Librarian's report see p. 316.

The Secretary presented his report for August, which was received and ordered spread on the minutes.

Dept 4/1900.

Secty's Report.

Secretary's Report San Francisco Sept 4, 1900

Bd. Trs. Mech. Inst. Gentlemen:–

I present herewith financial statement for Aug. 1900.

Aug 1, 1900. Cash on Hand			$204.48
Receipts			
Library – Dues	$1124.50		
Ent. Fees	41.		
Books	85.95		
Medical Law Bk.	325.		
Donations	5.85		
Express Curios 35% Papers 50%	35.60		
Library Bulletin	17.20	1635.10.	
Pavilion Rents	65.		
Wages & Rents	321.55		
Gas	16.10		
Lighting	2.		
Mantels	1.60		
Licenses	10.		
Sale of Bunting	1.	417.25	
Folsom St		80.04	2132.39
Total			$2336.87
Expenditures.			
Library – Books.	$12.66		
" Leck Fund	10.60		
Expense	137.05		
Insurance	105.		
Interest	103.33		
Lighting	68.40		
Periodicals	42.23		
Printing & Stationery	46.85		
Salary Institute	150.		
" Library	651.85		$1609.54
Wages	51.60		
Pavilion – Salary	108.		
Gas	53.25		
Lighting	10.		
Licenses U.S.	10		
" City	21.		
Glazing	22.85		
Insurance	38.85		
Water	19.25		
" Hayes St.	19.05		
Expense	13.35	315.60	
Folsom St – Wages		12.20	1937.34
			$399.53

Sept 1, 1900 Cash on Hand

Summary

			Excess of Receipts	Excess of Expenditures
Library	Receipts	1635.10		
	Expenditures	1609.54	25.56	
Pavilion	Receipts	417.25		
	Expenditures	315.60	101.65	
Folsom St.	Receipts	80.04		
	Expen.	12.20	67.84	
Total Excess of Receipts			$195.05	
Cash Aug 1, 1900.			204.48	
" Sept 1, 1900			$399.53	

Respectfully Submitted

John Tiffany Secretary.

Sept 4, 1900.

The Secretary presented report for the previous quarter which was read and referred to the next members quarterly meeting.

Librarian's Recommendation

The Librarian presented the following report which was considered seriatim. San Francisco, Sept 4, 1900.

To the President and Board of Trustees of the Mechanics Institute.

Gentlemen:-

Book Racks

1. The Librarian recommends that two book racks, costing $2.50 each, be purchased for the purpose of displaying new books &c on the first floor of the Library.

Painting &c

2. The Librarian recommends that the wood work in the three rooms on the second floor of the Library be painted, and that a strip of linoleum be laid down in center of Reference Room, as a bare spot has been left owing to the removal of the book cases.

Employees

3. The Librarian reports that, owing to the resignations of the persons formerly occupying the places, Chester Blabon has been employed as typewriter, and Lawrence Osborne as errand boy, and asks that these appointments be confirmed by the Board.

Respectfully Submitted, Frederick J. Teggart, Librarian.

Recommendations 1 and 2 were referred to the Building and Repairs Committee. Recommendation 3 was referred to the Library Committee.

Bills Pd

The bills enacted on at the early part of the meeting were then taken up and ordered paid by the following vote:- ayes, Beanston, Cosgrave, Irving, McLaren, Neal, Stanley, Wilson, McPresident (8) Noes, Healy (1)

Attys Bill

The Finance Committee presented the bill of Gordon & Young for legal services for about a year past, amounting to $187. On motion the bill was ordered paid by the following vote:- ayes Beanston, Cosgrave, Healy, Irving, McLaren, Neal, Stanley, Wilson, McPresident (9) Noes none.

Suit of Seidl to be appealed

A letter was read from Gordon & Young, the Institute's attorneys in the suit of J Seidl vs the Institute, arising out of the Last Fair, stating that the jury had rendered a verdict against the Institute for $521.50 and costs. The letter advised making a motion for a new trial and if denied that it be carried to the Supreme Court. On motion of Mr. Wilson it was ordered that the advice of the attorneys be adopted.

Hayes St Repairs

The Secretary reported that the tenement 24½ Hayes St. needed a new closet, which should be placed in before the building was offered for rent, it having just been vacated. On motion the matter was referred to the Pavilion Committee with power.

Jos McCunning
Secretary

Geo Beanston
Recording Secretary

See p. 310 for report of meeting Sept 8th

Sept 18/1900.

San Francisco, September 18, 1900.

The Regular Meeting of the Board of Trustees of the Mechanic's Institute was called to order to night at 8 o'clock at the Mechanic's Institute Library Building by Vice President Kendrick. Present, Trustees, Beanston, Healy, Irving, Kendrick, McLaren, Neal, Plum, Stanley (8) absent, Trustees, Brunt, Cosgrave, Mead, Wallis, Wilson, McPresident (6)

The minutes of the previous meeting were read and approved.

The Finance Committee reported cash on hand $36.94 and recommended for payment bills of Davis & Walton $379.50 and Sejz & Co 30 409.50 & to be paid out of the next few days collections.

The bills were ordered paid by the following vote:- Ayes, Beanston, Healy, Irving, Kendrick, McLaren, Neal, Stanley, Plum, (8) Noes none.

Book Racks Linoleum

The Building and Repairs Committee reported in favor of purchasing two book racks and of laying a strip of linoleum on the floor of the reference room as recommended by the Librarian. Both of the recommendations were adopted and the Committee request for further time in regard to the Librarian's recommendation in regard to painting on the second floor was granted.

Mr Brunt entered

The Library Committee reported that it had selected and recommended for purchase, books to the value of $107.80. The recommendation was adopted by the following vote:- Ayes, Beanston, Brunt, Healy, Irving, Kendrick, McLaren, Neal, Plum, Stanley (9) Noes none.

The Library Committee presented the following report

O. S. Sept 18, 1900.

To the Board of Trustees of the Mechanics Institute:-

Employees Resignations & report on

Gentlemen:- Your Library Committee reports as follows concerning the temporary appointment of Chester Blabon as stenographer to take the place of J. Coy resigned and Lawrence Osborne as errand boy to take the place of W Henry resigned.

We recommend that these two appointments be continued temporarily and we further recommend that the Librarian be requested to report to the Board, a list of the employees and their salaries and duties, and also his recommendation in relation to the duties to be performed by the employees.

Respectfully, P J Healy
S Irving
J Stanley, Library Committee.

The report was adopted, and the Librarian at his request, was instructed to confer with the Library Committee in regard to the report on the employees to be made by him.

Mr Cosgrave entered.

Sept 18/1900

Dem Com Pav.

The Secretary stated that the Democratic State Central Committee had rented the Pavilion for Saturday Sept 15th but had not been able to use it and that they had taken Sept 22nd instead but would pay the usual rate for both nights. ($100 per night for political meetings) They also wished the Pavilion for one more night and on motion the rate for the third night was made $75.00.

Mead to Tawzig on Pav Com.

The Chair stated that in the absence of Messrs. Mead and Wallis of the Pavilion Committee he would appoint Trustees Neal and Tawzig to act on that Committee.

Letters Read.

Dewitt gets leave.

From President Dewitt requesting a four months leave of absence from Oct 13th next, he intending to visit the Orient. On motion request granted.

Mrs Hallidie

From Maude E. Hallidie thanking the Board for resolutions of sympathy on the death of her husband, A.S. Hallidie, Received and filed.

Seidl case

From Jordon and Young stating probable cost of transcripts, fees in application for new trial in suit of Seidl vs Institute, Received and filed

The Librarian presented the names of the following persons as having joined the Institute, all of whom were on motion approved.

New Members

New Members.

D.E. Spencer	E.M. Rice	Hugo Koehler
Miss Hattie Goldfish	Fred Campbell	Geo. Bannister
Mrs A.B. Butler	Edward Brown	J.R. Higgins
C. Bell	Miss Carrie E. Bauer	F. Robinson
Howard F. Blethen	Miss E.M. Monroe	J.W. Cowles
Gordon H. Nevatt	Miss M.C. Thomas	Hugo Legler
Miss Adela Beauford	Mrs George Wiley	M.J. Buckley
Alfred E. Acklom	Mrs J.W. Crowe	Miss Alice M. Beatty
W.J.S. de Chanteau	H.E. Wiggles	A.E. Sawyer
Henry L. Sawyer	Miss Grace Fern	Mrs Mary Chandler
Alfred R. Pratt	Nathan Joseph	Mrs J.E. Brinkman
Frank Kelly	Chas E. Kerr	Wm H. Thornley
Miss Ellen R. Sullivan	J. Tanaka	Mrs J.L. Hawkinson
Mrs J. Weglein	Newton J. Stoll	Mrs M.E. Pinney
Mrs L. Crowbridge	J.B. Hill	Frank W. Wright.

The meeting then adjourned
J.M. Cumming
Secretary.

Geo. Beguerie
Recording Secretary.

Oct 2/1900.

San Francisco, October 2nd, 1900.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 7:30 P.M. by Vice President Kendrick. Present Trustees Beanston, Healy, Irving, Kendrick, Neal, Tawzig, Wallis, Wilson, (8) absent Trustees Brunt, Cosgrave, McLaren, Mead, Plum, Mr. President (6)

The minutes of the previous meeting were read and approved.

Finance

The Finance Committee presented the following Report.

San Francisco Oct 2nd 1900,

Board of Trustees of the Mechanics Institute.

Gentlemen:- Your Finance Committee reports -

Cash on Hand tonight	$ 1437.56
We present bills amounting to	$ 2004.21

and recommend that they be paid. The collections for the next few days will be sufficient to pay them all. The Outstanding Bills Oct 1 were as follows

Library General accounts	1308.59
" Books Binding	707.15
Pavilion	146.95
Folsom St	501.80
	2644.49
deducting Bills Paid tonight	2004.21
Leaving still unpaid	$ 640.48

The taxes amounting to about $3500 will have to be paid next month and the money will have to be borrowed. The University will loan us $25000, but they have written that application should be made for the money at once as they are loaning out their money now, and if we delay they may not have the money to loan. We would recommend that application for a loan of $25000 on the Pavilion Block, be made to the Regents of the State University, and that this money be used when received to pay off the $22000 due the 1st National Bank and the balance used for taxes.

Borrow $25,000

Respectfully, R. Kendrick, Robt. W. Neal, R. Tawzig, Finance Com.

List of Bills

F. J. Taggart	12.	91	Amount Brought Forward		1044 11
A. M. Robertson	136.	90	Taggart F. J.	150.00	
B. F. Stevens & Brown	264.	20	Wood, J. H.	100.00	
William B. Dana Co.	2.	00	Colquhoun, R.D.	92.50	
Elder & Shepard	17.	76	Woolcock, W.L.	50.00	
J. Tauzy & Co.	4.	90	Huntington, Miss S.	45.00	
D. T. Ames	2.	00	Gillman, F.J.	30.00	
The J. Dewing Co.	2.	50	Badger, C.	30.00	
National Con. of Charities and Correction	1.	25	Cooke, C. H.	32.00	
Payot, Upham & Co.	68.	92	Osborne, L.	15.00	
Cunningham, Curtiss & Welch	16.	32	Blabon, C.	40.00	
Frederick Starr		75	Harris, F.H.	30.00	
Alexander Yost & Co.	4.	50	Parry, Chas.	40.00	
Sherman, Clay & Co.	6.	50	Latimer, L.	30.00	
A. Zellerback & Sons	1.	50	Behrend, C.	30.00	
John P. Carr	1.	00	Cumming, Jos.	150.00	
The Guide	1.	50	M. C. Buckley	70.00	956. 50
S. F. Daily Report	4.	50			2004 21
Univ. of California	300.	00			
Amount Carried Forward	1049	75			

On motion consideration of the bills was laid over till later in the evening.

Mr. Neal moves that application for a loan of $25000 be made to the Regents of the State University.

Messrs Brunt, Cosgrave and Plum entered.

Objection to Borrowing on Mortgage

Mrs Healy raised the point that borrowing of said money on mortgage would be a violation of Section 1 Article 13 of the Constitution. The matter was referred to the Finance Committee to take legal advice thereon.

Bills

The payment of bills was then taken up and at Mr Healys request the bills were separated into two lots. The first lot consisted of the bills of J. Leggart 12.50, Azellenbach, J.R Cave, The Chronicle Report, Univ of Cal sale memo on the pay roll except salaries of J. Leggart, miss J. Huntington, Chester Blabon. These were ordered paid by the following vote,- ayes, Beanston, Brunt, Cosgrave, Healy, Irving, Kendrick, Neal, Plum, Taussig, Wallis, Wilson (10) Noes. None.

The balance of the bills as presented by the Finance Committee were then ordered paid by the following vote ayes, Beanston, Brunt, Cosgrave, Irving, Kendrick, Neal, Plum, Taussig, Wallis, Wilson (10) Noes Healy (1)

Linoleum Ref. Room

The Secretary stated that in regard to the Linoleum for the Reference Room as ordered at the last meeting of the Board, the work could be done for $19.50 but that it could be laid in a way to give a much better appearance at a cost of about $46.

Referred to Buildings and Repairs Committee with power.

The Library Committee recommended for purchase books amounting to $490 the recommendation was adopted by the following vote.- ayes, Beanston, Brunt, Cosgrave, Irving, Kendrick, Neal, Plum, Taussig, Wallis, Wilson (10) Noes. Mr Healy (1).

Casts for drawing class

Mr Neal stated that he had visited the drawing classes and had found the light very poor and also that the free hand class needed more casts. On motion the Lecture committee was empowered to secure the necessary casts and the matter of light referred to the Building and Repairs Committee.

Pavilion given Free

The Secretary reported that the Chairman of the Pavilion Committee had given the free use of the Pavilion one night in September for a benefit for the sufferers of the recent disaster at Galveston. The action was approved.

The Secretary reported that the Chairman of the Pavilion Committee had incurred an expense of $7 in having 100 chairs removed. The action was approved.

Folsom St. Lot Improve grounds

Mr. Neal moved that the Folsom St Lot Committee have power to act in the matter of placing the grounds in condition for the foot ball as required by the lease with the Universities. The motion was carried.

New Members

The Librarian presented his report for the month of September which was received and the following names mentioned therein as having joined the Institute, were on motion approved,

Thos Fawcon	Mrs C S. Haley	
Geo. B. Gilbury	Paul Pancoast	Mrs L. Allenberg
Landsdell Wallace	Frank Clough	Mrs E. Wilbey
Dr. Dudley Tait	Mrs Anne C. Wilson	Alex de Brettevills
Dr. Scollay Parker	Wm Dewen	Jas B. McCaghlan
B.D. Weigel	Mrs Chas L. Woodward	Miss Hattie J. Cohen
H.C. Symonds	W.B. Hocking	
	Bertha M. Solbeer	

The membership of the following names reported by the Librarian as delinquent in their dues and which should have been included in the list of forfeited memberships of June 5th last, was on motion declared forfeited.

Delinquents

Delinquents Dropped.

Chas. Alpers	Chas. Hamilton	Wm M. Otey
Chas Kay Andrae	Mrs Josephine Hawton	E.R. Patterson
Geo. Arculanius	D.J. Hepburn	Thos C. Pedler
W.B. Blair	Jas M. Hobbs	A.J. Perkins Jr.
Jas G. Boobar	Mrs Emma Hogen	Mrs Mary F. Reddy
N. Bouchers	Albert Howlon	Mrs B.M. Reeb
H. Brown	Harry A. Jastro	C.A. Rogers
Chas S. Bunnell	Arthur C. Jones	Anthony C. Rowland
Frank Burnett	Wm F. Koch	Jules A. Simon
Alex H. Cameron	A.C. Larsen	R.A. Sinclair
C.C. Colburn	Mrs M.C. Laven	W.H.M. Smallman
Jas Collier	J.M. Lowe	Ashton Stevens
J.J. Conway	John Lowry	M.L. Sullivan
Frank Dalton	Thos N. Martin	H.P. Taylor Jr.
Frank H. Dunne	M.B. Mahvan	Mrs Grace Towne
E.R. Flint	H.D. McCall	W.H. Varian
C.M. Fraser	Mrs Agnes R. Northrup	Howard Vernon
M. Goldstein	F.W. Oalman	G.S. Belliams
Wm Grant	M. F. Ochme	Erwin Wright

Mrs Francis A. Wright Jno C. Wright.

The Librarian presented the following report.

San Francisco Oct 2nd 1900

Librarian recommends

To the Board of Trustees,

Gentlemen:- The following recommendations are made in accordance with the resolution passed at the last meeting of the Board, instructing the Librarian to report relative to the Library Employés.

New Dept.

1. The Librarian recommends that a department of Accessioning, Cataloguing, Classification and Shelf Listing be established, and that a trained assistant be employed to take charge of the same.

Gilman & Cook dropped.

2. That to provide for this added expense, the services of two of the present desk assistants be dispensed with, namely Messrs Gilman and Cook.

Miss Williams for cataloguer

3. That Miss Mary F. Williams, formerly a student of the University of California, and a graduate "with honor" of the Newsboys State Library School, be appointed to the position recommended above, at a salary of $90 a month to begin November 1st.

Subjoined are two letters relating to Miss Williams. It may be stated further that Miss Williams has been for two years the chief assistant in the Library School, and that the entire direction of the Summer School course has been in her hands during two sessions.

Extra pay

4. That further recommended that Messrs Woolcock and Badger be paid $5 each for extra work at night during the re-adjustment of the books

on the second floor,

5. The revised list of the employees, according to these recommendations will be:

Schedule of Salaries

Librarian		$150
Desk work	J.H. Wood	100
	Woolcock	50
	Badger	30
Collections	Colquhoun	80
Catalogue and Reports work	Miss Williams	90
	" Huntington	45
Typewriter	Blabon	40
Boy	Osborne	15
Janitors	Harris	50
	Carey	40
	Total	$690

This amount being in excess of the present salary list by $35.50 and is $78 less than the total for the corresponding month of last year by $78 Dr.

Respectfully Submitted
Frederick J. Teggart
Librarian

Approved
S.B. Irving
R.J. Tawsey
} Library Committee.

The report and its recommendations were adopted by the following vote- ayes, Reanston, Brunt, Cosgrave, Irving, Kendrick, Plum, Tawsey, Wallis, Wilson (9) Nolo, Healy, Neal (3).

The Board then proceeded to ballot for the position as provided in Recommendation 1 of the report. A motion that the Secretary cast the ballot for Miss Williams was lost.

Miss Williams elected

The Chair appointed Messrs Plum and Cosgrave tellers. 10 votes were cast, all of them for Miss Williams, whereon the Chair declares her duly elected.

Mr Healy called the attention of the Board to Section 10, article 11 of the Constitution relative to the absence of Trustees, he stating that he raised the point in connection with the absence of Trustee Mead.

Mead's absence

Mr. Brunt withdrew,

The Secretary presented his report for the month of September, which was received, and ordered spread on the minutes.

(See next Page)

San Francisco Oct 2nd 1900

Board of Trustees Mechanics Institute, -

Gentlemen:- I submit herewith financial statement for September 1900.

Secretary's Report (Continued)

Secty rept

Sept 1 1900 Cash on Hand			$399.53
Receipts.			
Library-Dues	211.7		
Ent Fees	6.5		
Books	62.20		
Cards	38		
Libry Bulletin	6.90		
Donation	27.50		
Labels & papers	80		
Cancelled Check	5		
Mut Sav Bk	325		
Bills Payable	2000		$4647.40
Pavilion Rents	$1230		
Hayes St Rents	328.50		
Licenses	10		
Calcimine & Painting	9.50		
Gas	85		
Mantels	7.50		
Lighting	13		
Damage	8		$1691.50
Folsom St. Receipts			$645.72
			$6884.63
			$7284.15

Expenditures.

Library Books		1345.72	
	Lick Fund	252.85	
Binding		442.43	
Expense		488.45	
Furniture		248.60	
Insurance		304	
Interest		103.33	
Library Bulletin		60	
Lighting		176.35	
Periodicals		1031.0	
Printing & Stationery		161.33	
Repairs		55	
Salaries Janitors		150	
" Library		667.33	$4558.49
Pavilion Wages		66	
Repairs Hayes St		231.50	
Insurance		129.50	
Repairs Pavilion		19.50	
Gas		51.10	
Telephone		5.50	503.10
Folsom St Interest		1000	
			$6061.59
Oct 1, 1900 Cash on Hand			$1222.56

Summary.

Library	Receipts	4647.40	
	Expenditures	4558.49	
	Excess Receipts		$88.91
Pavilion	Receipts	1691.50	
	Expenditures	503.10	
	Excess of Receipts		1188.40
Folsom St	Receipts	645.72	
	Expenditures	1000	
	Excess of Expenditures		454.28
Excess of Cash Oct 1 over Sept 1.			$823.03
			$1277.31

Respectfully Submitted
F.J. Teggart Secty

Oct 2/1900.

Letters Read.

Slocomb-Lectures — From Samuel Slocombe in regard to lectures. Referred to Lectures Committee.

Bullion-new Ruby Bulletin — From A.H. Bullion making proposition in regard to Library Bulletin. Referred to Library Committee.

McNeil — From D.R. McNeill in relation to stands on Folsom St Lot. Referred to Folsom St Lot Committee.

Moving Cunningham — From John Partridge in relation to a proposition for moving Cunningham. Received and ordered acknowledged.

Neal wants to drop delinquents — Mr. Neal moved that all members owing 4 quarters dues to the 1st of September last be dropped from the roll. The motion was lost.

Motion to remove Healy. — Mr. Cosgrave moved that on account of the inability of the majority of the Library Committee to transact the business of the said Committee with Mr. Healy, that the President be asked to remove Mr. Healy from that Committee and place another member in his place. The vote resulted as follows. ayes, Beaston, Cosgrave, Irving, Taussig, Wilson (5) Noes None. Declined to vote, Healy, Kendrick, Neal, Plum, Wallis (5) the Chair declares the motion lost.

Committees to be re-organized — Mr. Plum moved that the President be asked to re-organize all the Committees of the Board. the motion was carried.

The meeting then adjourned.

J.D. Manning
Secretary

Geo Beaston
Recording Secretary

Oct 16/1900.

San Francisco October 16th 1900.

Regular meeting of the Board of Trustees of the Mechanics' Institute, called to order in the Mechanics' Institute Library Building by Vice President Kendrick tonight at 7.30 o'clock. Present Trustees Beaston, Brunt, Cosgrave, Kendrick, Neal, Plum, Taussig, Wallis (8) absent Trustees Healy, Irving, McLaren, Mead, Wilson, Pre. President. (6).

The minutes of the previous meeting were read and approved.

The Finance Committee presented with its recommendation, a bill of James H Barry for $35.00 which was ordered paid by the following vote. ayes, Beaston, Brunt, Cosgrave, Kendrick, Neal, Plum, Taussig, Wallis (8) Noes, None.

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

New Members.

New Members.

R.J. Bealey	L.N.M. Browne	Miss M.E. Gale
J.R. Buckeridge	Jno Lorenson	O.D. Wise
J. Huber	A.W. Wehe	H. Burnett
A.R. Farless	G.E. Lepetit	R. Scavoni
F.C. Shurtleff	Miss H. Buckley	A.J. Heney
Mrs J.M. Litchfield	Mrs Paul Aregen	Miss B.G. Lilienthal
E. Lent	D. Perkins	Miss D.M. Walley
Miss P. Kiela	Geo P. anderson	T. Beale
Miss H.R. Huntington	W.J. Foley	P.J. Doyle
J.J. LeBreton	F.E. Chase	W.E. Sims
D.H. Bush	Mrs L.M. Fletcher	F.D. Madison
Miss Eliz Bender	M. Tamanini	Wm B. Pringle
	Mrs C.M. Winn	

Country Branch. — A letter was read from F.O. Hurt Keswick Cal. stating that he with several others would like to start a Country Branch of the Institute Library. Referred to Library Committee and Secretary instructed to acknowledge.

Elec. Books — A letter was read from W.L. Goodwin calling attention to the necessity of maintaining a reference of electrical books. Received, ordered acknowledged and referred to the Library Committee.

Universities sub-letting — The Secretary stated that the two Universities would not use the Folsom St. Grounds for all the days to which they were entitled under their contract, and they wished to know if they could sub-let the grounds on the days that they did not use them. Referred to the Folsom St. Lot Committee with power.

Recess. — On motion a recess of ten minutes was taken.

Oct 16/1900.

After the recess, the Chair announced that in accordance with the request of the last meeting he had re-organized the Committees of the Board so that the Committees would now be as follows:-

New Committees

Re-organized Committees

Finance	Kendrick	Neal,	Taussig
Buildings and Repairs	McLaren,	Wilson,	Mead
Library	Irving	Taussig,	Beaneton
Lectures and Classes,	Wilson	Cosgrave,	Neal
Renting and Advertising	Brunt	Beaneton	Cosgrave
Pavilion	Plum	Wallis	Mead
Folsom St Lot	Wallis	McLaren	Mead
Management	Taussig	Wilson,	Plum, Healy, Neal
Exhibits	Cosgrave	Beaneton	Healy
Machinery	Mead	Wallis	Plum
Art	Neal	Healy	Brunt
Music	Healy	McLaren	Neal
Tickets and Admissions,	Beaneton	Wilson	Brunt

Special Committee on Industrial Properties, Irving, Plum, Healy, Taussig, Wallis.

Committees approved,

Mr Beaneton moved that the action of the Chair in appointing the above named Committees be approved and ratified by the Board of Trustees. The motion was carried.

The meeting then adjourned

Jos M Camming
Secretary

Geo Beaneton
Recording Secretary.

Nov 6/1900 + 5/1913.

San Francisco, November 6, 1900.

Regular No Quorum

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 7.30 o'clock by Vice-President Kendrick.

Corrected Nov 2-1900 & show Healy present

Present Trustees Beaneton, Irving, Kendrick, Plum, Taussig (5) Absent Trustees Brunt, Cosgrave, Healy, McLaren, Mead, Neal, Wallis, President Wilson (4).

Adj'd to Nov 13,

There being no quorum present the meeting adjourned & meet Tuesday Nov 13th 1900 at 8 P.M.

Jos M Camming
Secty.

Geo Beaneton
Recording Secretary.

San Francisco Nov 13th 1900.

Adjourned Meeting

The Adjourned Regular Meeting of the Board of Trustees of the Mechanics' Institute from Nov 6th 1900 was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by Vice President Kendrick.

Present Trustees Beaneton, Irving, Kendrick, Mead, Neal, Taussig, Wallis, Wilson (8) Absent, Trustees Brunt, Cosgrave, Healy, McLaren, Plum, Pres. President (6).

The minutes of the meeting of October 16th last were read and approved.

Mr. Cosgrave entered.

The Finance Committee presented the following report.

S.F. Nov 13. 1900.

Board of Trustees of the Mechanics' Institute:-

Gentlemen:- Your Finance Committee reports as follows: On November 1st the unpaid bills contracted previous to Oct 1st were as follows:-

	Lib'y Gds.	Books,	Pavilion	Folsom St.	Total.
	$ 371.93	32.85	216.95	1.80	623.53
Contracted in October including Salaries & Interest	1344.75	207.88	419.15	526.09	2497.87
	1,716.68	240.73	636.10	527.89	3,121.40
and Taxes					306.84
					6190.24
Cash on Hand, November 1st was					1703.40
We expect the collections for the month to be about					2500
Making a total of					4203.40

We present (including taxes) bills amounting to 4398.61 and recommend that they be paid.

We present herewith, report of Expenditures Books to Sept 1st 1900.

Respectfully
R Kendrick
Robt W Neal
R Taussig, Finance Committee

Nov 13/1900.

List of Bills

Pay Roll	$951.83
J.M. Cumming	53.20
F.J. Teggart	31.46
E.V. Wells	64.25
Pac States Tel Co.	63.05
F.P.M. Davis	90.83
Valleau & Peterson	68.40
Western Ltg Co.	6.75
Wells	3068.84
	4398.61

On motion the bills were ordered paid by the following vote:- ayes, Beaneton Cosgrave, Irving, Kendrick, Mead, Neal, Taussig, Wallis, Welson (9) Noes none.

The Building and Repairs Committee presented the following report which was on motion approved.

S.F. Nov 6th 1900.

Chute for books

Board of Trustees, Mechanics' Institute.

Gentlemen:—Your Building and Repairs Committee report as follows.

1. We recommend that a chute be placed in the Library connecting the two floors and that a cage be placed therein to carry the books from one floor to another, similar to the chute that used to connect the two floors when the desk was in the center of the first floor.

Umbrella Stands

2nd. We recommend that one large and five small stands for umbrellas be purchased and placed in various parts of the building. These will cost about $20 in all.

Respectfully
Horace Welson
L.R. Mead, B. & R. Com.

The Library Committee recommended for purchase $265 worth of books. The recommendation was adopted by the following vote- ayes, Beaneton, Cosgrave, Irving, Kendrick, Mead, Neal, Taussig, Wallis, Welson (9) Noes none.

Libry Com. recommend new desk, &c

The Library Committee presented a report containing 1st A plan and recommendation for its adoption, for establishing associations of Institute members outside of the City for the purpose of receiving books from the Library, 2nd a recommendation to purchase a desk for the use of the catalogues at an expense not to exceed $350, 3rd. A request to be allowed to exchange 150 volumes of duplicate books now in the Library.

Desk Considered

The (recommendation) to purchase the desk was adopted.

Exchg of duplicate books postponed

The request to exchange books was considered and on motion of Mr. Welson, the matter was indefinitely postponed.

Country Associations

The Committee's recommendation for country associations was considered. Mr. Beaneton moved that the plan in general as recommended by the Library Committee be approved subject to such verbal modifications

Nov 13/1900.

as might be made during the discussion of the details of the plan.

Healy protests

A letter was read from Trustee Healy protesting against the entire report of the Library Committee.

Mr. Beaneton's motion was carried by the following vote:- ayes, Beanston, Cosgrave, Irving, Kendrick, Mead, Taussig, Wallis, Welson (8) Noes ~~none~~ Neal (1)

The plan was then discussed in detail and changed so it would read as follows.

Country Associations Rules.

Rules for Country Associations of Members.

Any ten or more members of the Mechanics' Institute residing in the same locality, outside of San Francisco, may associate together to receive books from the Library on the following terms

1st. That the members so associating shall designate (one) of their number as an agent who, on the approval by the Board of Trustees of the Mechanics Institute, shall receive from and return to the Mechanics Institute the books for the use of said members.

2nd. Remittances for dues shall be made quarterly in advance and should be sent direct to the Librarian, Frederick J. Teggart, 31 Bet St. San Francisco, and should be made by approved check, Wells Fargo order, P.O. order or in money.

3rd. On receipt of ten or more subscriptions the Mechanics Institute will forward to the Agent of said members, a number of books equivalent to five volumes per member or subscription. (That is, for ten members fifty volumes, fifteen members seventy five volumes, twenty members one hundred volumes and so on.)

4th. Exchanges of books may be made once a month, but no books shall be kept longer than two calendar months from the time of their dispatch from San Francisco.

It is desirable that books returned be sent so as to reach the Institute as near as may be convenient to the 15th of the month.

5th. The members so associating will pay all expenses connected with the transportation and care of the books from the time of their leaving the Institute building in San Francisco until their return and be responsible for any damage or loss.

6th. In general the distribution of all books shall be subject to the rules of the Library in San Francisco.

For the Committee on Lectures and Classes Mr. Welson stated that the Committee would be able to obtain the casts for the free hand class shortly.

The Librarian presented his report for the month of October which was received and the following persons named therein as having joined the Institute were on motion approved.

(see next page)

Nov 13/1900.

New Members

New Members

Bradford Leavitt,	Grant Wallace	W.a. Buchnam
M.B. Whitney	A. Schluss	A L Clark
albert Nelson.	Jas McGrath	Mrs C B Wingate
a.a. Blum,	J.J. Adams	A.S.W. Lemore
J.R. Burnham,	H. Jessen	H B Montague
E. Cooper	F. Stolwell	J. E. Milroy
R. Matthews	Wm B. Pond	H B Mensch
R A Wilson	P.J. Kelly	C R Weymouth
Mrs M.H. Sherman	Miss R E Miller	Agnes Tobin.

The Librarian presented the following:-

San Francisco Nov 13 1900

Parvey left

To the Board of Trustees of the Mechanics Institute

Gentlemen:- The Librarian reports that Charles Parvey, under janitor resigned his position October 29th, Temporary arrangements have been made to fill his place until a suitable man can be obtained.

Your Librarian recommends

Circulars to be sent

That a suitable circular drawing attention to this Library to be approved by the Library Committee be prepared and distributed in the city of San Francisco.

Solicitor Employed

That a proper person be employed on commission to call upon the persons so addressed to solicit subscriptions.

That the commission to be paid be fixed at $1 on receipt of first payment ($2.50) and fifty cents additional on the receipt of the second and third quarterly payments - (making in all $2 for each member)

Respectfully Submitted

Read J.J. Teggart, Librarian.

Mr. Neal moved that the recommendation in regard to soliciting members be adopted.

Mr. Wilson moved as an amendment that the commission to solicitors for new members be one dollar to be paid on receipt of first payment. Mr. Neal accepted the amendment and the motion as amended was lost.

On motion of Mr. Taussig the Librarians recommendation was adopted.

Book plate

The Librarian presented a letter recommending the purchase and use of a book plate to print labels to put in Library Books. Referred to Library Committee to report on and submit design at the next meeting.

Letters Read.

Caveras Trees

From California Club requesting the Institute to take action in regard to requesting State Representatives in Congress to favor and look after the purchase of the Calaveras Big Trees by the U.S. Referred to Management Committee.

From National Business League of Chicago asking Institute to pass resolutions favoring reclamation of arid lands by Federal Government. Referred to Management Committee.

The Secretary presented his report for the month of October which was received and ordered spread on the minutes.

Nov 13/1900.

Secty report

S.F. Nov 1/1900.

Board of Trustees Mechanics Institute

Gentlemen:- Herewith I present financial statement for October 1900.

Oct 1st Cash on Hand — 1222.56

Receipts

Library — Dues	1372.		
Entrance Fee	64.		
Books	72.10		
Donations	102.		
Classes	7.		
Curios Dues & Catalogue Cards	9.20		
Mutual Savings Banks	325.	1951.30	
Pavilion — Rents	137.50		
Sale old goods	25		
Hayes & Rents	360.		
Gas	26.85		
Lighting	5	554.35	
Folsom St —		125	2630.65
			3853.21

Expenditures

Library Books	352.24		
" Sick Fund	24.06		
Binding	145.70		
Classes	60.		
Expense	7.96		
Interest	110.		
Music	6.30		
Periodicals	6.		
Printing & Stat'y	43.05		
Salaries Asst 150 Libn 67.50 =	824.50	1579.81	
Pavilion Salary		70.	
Folsom St Interest		500	2149.81
			1703.40

Nov 1 1900 Cash on Hand —

Summary

		Excess Receipts	Excess of Expenditures
Library — Receipts	1951.30		
Expenditures	1579.81	371.49	
Pavilion Receipts	554.35		
Expenditures	70	484.35	
Folsom St Receipts	125.		
Expenditures	500		375.00
Excess of Cash Nov 1 over " of Oct 1st			480.84
		855.84	855.84

Respectfully Submitted

Jas M Cumming

Secty.

Nov 13th 1900.

Wilson on Registering for Books

Mr. Wilson called attention to the expense caused by registration for books, and he spoke of the advisability of continuing the custom and as to whether it would be better, in observing the rules as to registration 30 days after receipt of books, to not allowing any one to enter their name for a book until the 30 days had expired, rather than the present method of registering names in advance and not holding books for registered numbers until the book was 30 days in the Library.

On motion of Mr. Beaneton the matter was referred to the Librarian to report at his earliest convenience

The meeting then adjourned.

Jos. N. Cumming
Secretary.

Geo. Beaneton
Recording Secretary.

Nov 20/1900.

San Francisco, November 20th 1900.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 (30) o'clock by Vice President Kendrick - Present Trustees, Beaneton, Cosgrave, Healy, Kendrick, Mead, Neal, Plum, Wilson, (8) absent Trustees Brunt, Irwin, McLaren, Tarpey, Wallis, Mr President, 6

The minutes of the meeting of (March) November 6th last were read and, after being ordered, corrected to show Trustee Healy present at roll call were approved.

The minutes of the adjourned meeting of November 13th last were read and approved.

Bookplate

Mr. Beaneton for the Library Committee made a statement about the use of a bookplate and presented a design for same. After some discussion the Committee was given further time.

Cal Club rare Gal.

The Secretary stated that the California Club wished to rent the Art Gallery for ten days next April. The matter of rent was referred to the Pavilion Committee with power.

Folsom St. Stands to be inspected

Mr Beaneton brought to the attention of the Board the fact that a very large crowd was expected at the football match at the Folsom St Lot Thanksgiving Day and he moved that the Folsom St. Lot Committee be authorized and instructed to employ proper professional talent to examine the stands on the property, and to have the person so employed report at once as to their safety, and whether it would be necessary to strengthen them in any way, and that the Committee have full authority to go to any expense whatever to make the stands properly safe.

The motion was carried

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

New Members.

Mrs E.R. Bryant	H.C. Lytle	Jno Mc Naught
Miss C.M. Irwin	Mrs C.M. Westcott	Jno H. Woods
H.M. Lennon	Samuel Tevis	James J. Spaulding
J.M. Walling	Geo. Pyle	Samuel M. Cluff
Robt M. Butters	J. Kilburn	Miss Ella Lagoni
Mrs J. Castle	Lacy Goodrich	J. Bloom
J.C. Freeman	Miss Marguerite Scott	Thos Murphy
Max N. Fay	H.C. Davis	E.D. Orbell
W.H. Holles	Rev E.H. O'Keefe	N.B. Parnell
J.T. O'Neil	Miss Rose Whittallen	Miss E.A. Hogler,
Miss C. Fuchs	N. Debanco.	

Nov 20/1900.

Suggestion to paste paper in books for opinions

A letter was read from Alfred Rix making suggestion in regard to pasting a paper in works of fiction for members to record their opinion of the book. Referred to Library Committee

Mr Beaneton proposed the following

Amendment to the By-Laws.

D & Nov 20/1900

Amendment to By Laws

Board of Trustees Mechanics Institute

Gentlemen - I hereby give notice that at the next regular meeting of this Board, I will move to amend Sec 1. of Article I of the By Laws of the Mechanics' Institute of San Francisco so as to read as follows -

Article 1. Meetings

Section 1. Semi-monthly meetings of the Board shall be held at the rooms of the Institute, on the first and third Tuesdays of each month at 8 o'clock P.M.

Geo Beaneton -

Re Meeting Notices

Mr Neal moved that the notice of the Quarterly Meeting of the Institute December 8th next be placed in the newspapers.

Mr Welson moved as an amendment that a sufficient quantity of the December Library Bulletins be printed and that the constitutional amendments to be acted on at the Quarterly meeting be printed therein and a copy of the Bulletin sent each member of the Institute.

The motion as amended by Mr. Welson was carried.

Mr Cosgrave moved that a notice of the Quarterly meeting be inserted in each of the five daily papers.

The motion was carried,

Light 2nd floor

The Secretary called attention to the necessity for more light on the second floor of the Library. Referred to the Building and Repairs Committee with power.

Exchange of Russian Books

Mr Cosgrave moved that the Librarian be authorized to exchange the Russian Books now in the Library with the New York Public Library.

Mr Welson moved as an amendment, That the Librarian be instructed to report to the Board, the number value and character of the Russian Books and also the number, value and character of the books to be received in exchange.

Mr Welsons amendment was lost by the following vote! - ayes, Healy, Kendrick, Neal, Welson (4) Noes, Beaneton, Cosgrave, Mead, Plum 4)

Mr Welson moved that action on the original motion be postponed until next meeting,

Mr Beaneton moved as an amendment that action be postponed indefinitely.

Mr Beanetons amendment was carried.

The meeting then adjourned,

Jno Cumming Secty

Geo Beaneton
Recording Secretary

Dec 4/1900.

San Francisco December 4th 1900.

No Quorum

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 7:30 o'clock by Recording Secretary Beaneton. Present Trustees Beaneton, Brunt, Healy, McLaren, Neal, Fanning, Wallis (7) absent, Trustees Cosgrave, Irving, Kendrick, Mead, Plum, Welson, Mc Present (7)

There being no quorum, the meeting adjourned.

Jno Cumming
Secretary.

Geo Beaneton
Recording Secretary.

Quarterly,

Dec 8th 1900

San Francisco December 8th, 1900.

Regular Quarterly meeting of the members of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by Recording Secretary George Beaneton, 53 members present

The minutes of the meeting of March 10th, 1900 (annual), the quarterly meeting of June 9th 1900, the special meeting of June 21st 1900, and the quarterly meeting of Sept 8th 1900 were read and on motion approved.

Reports laid over

On motion the reading of officers reports was laid over until later in the evening.

Amendment to Constitution Adopted (changing style of voting)

Under unfinished business consideration of amendments to the Constitution was taken up.

On motion of Mr W.A. Beatty each speaker on question of the amendments was limited to five minutes time.

The first amendment considered was that offered by W.L. Peet at the annual meeting of March 10th 1900 to Sections 4 and 5 of Article IX of the Constitution.

Mr. J.G. Keating moves that the amendment be adopted.

A division on the vote being called for the Chair appointed J.C. Irving and Geo Cumming as Tellers. They reported 6 ayes and 25 noes, whereon the chair declared the **Amendment Adopted.**

Amendment adopted at meeting of members on Legal Holiday

The amendment offered at the Annual Meeting of March 10th 1900 by W. L. Peet to Section 3 of Article XII of the Constitution was then voted on. The same tellers were appointed to count the vote on the motion to adopt. They reported 4 Sayes and no noes. whereon the Chair declares the **Amendment adopted.**

Proposed Amendment

Mr J.C. Irving proposes the following

Amendment to the Constitution.

San Francisco Dec 8/1900.

To the Members of the Mechanics Institute -

I hereby move to amend the Constitution

Dec Quarterly
8/00.

of the Mechanics' Institute as follows:-

In Section 5 of Article VIII of the Constitution after the words "paying a fee of fifty dollars" - insert the following "All members who have kept a continuous membership in the association and who have paid dues for twenty five consecutive years shall at the expiration of said twenty five years become life members of this association."

S.C. Irving

Proposed amendment

Mr. P.J. Healy proposes the following

Amendment to the Constitution

San Francisco Dec 8/1900

To the members of the Mechanics' Institute:-

I hereby move to amend the Constitution of the Mechanics' Institute as follows:-

In Section 5 of Article VIII of the Constitution after the words "paying a fee of fifty dollars" insert the following:- "All members of the Mechanics' Institute who have paid dues consecutively to the amount of one hundred (100) dollars shall after said amount has been paid become life members of the Mechanics' Institute."

P.J. Healy.

Nominations for Trustees

The following were nominated for Trustees under the provision of Section 4 of Article IX of the Constitution as just adopted.

Nomination for Trustees.

J.L. Gerting	nominated by	L. Hampton
W.A. Beatty	" "	H. Saulman
Robt W. Neal	" "	L.A. Boynton
Horace Wilson	" "	Geo N. Brewer
John McNaught	" "	W.A. Beatty
John McLaren	" "	Geo Cumming
Joseph Leggett	" "	P.J. Healy
Henry Root	" "	H.H. McReis
Otto von Geldern	" "	S.C. Irving
James Spaulding	" "	J.L. Thaup
Geo T. Day	" "	S.C. Irving
A.E. Buckingham	" "	W.A. Beatty
H.H. Reis	" "	J. Hardcastle
Jos L. Thaup	" "	Jas K. Cosgrave

On motion of Mr. W.A. Beatty the reading of the officers reports was dispensed with.

Consolidation with Mercantile

Mr. E.A.T. Gallagher offered the following and moved its adoption

Resolved - That the Board of Trustees of the Mechanics' Institute are hereby instructed to request of the Trustees of the Mercantile Library to meet the Trustees of the Mechanics' Institute to confer with the design of a

Quarterly, Dec 8/1900.

union of the two incorporations.

On a division being called for the Chair appointed S.C. Irving and Geo. Cumming as tellers. The tellers reported 12 ayes and 20 noes. and the Chair declared the motion lost. The meeting then adjourned.

Jos M. Cumming
Secretary

Geo. Deanston
Recording Secretary.

Dec 18/1900.

San Francisco December 18th 1900.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Institute Library Building tonight at 7:30 o'clock by Recording Secretary Geo. H. Beanston - Present Trustees Beanston, Brunt, Healy, McLaren, Neal, Taussig, Wallis, Wilson (8) absent Trustees Cosgrave, Deering, Kendrick, Mead, Plum, Pres. Gunst (6).

The minutes of the meeting of November 20th last were read and approved.

Vice President Kendrick entered and took the Chair.

The Finance Committee presented the following report.

San Francisco Dec 18, 1900.

Board of Trustees Mechanics' Institute

Gentlemen:- Your Finance Committee reports as follows.

There is cash on hand tonight $2731.55

The Collections for the rest of the month will be about 1200.

$3931.55

We present bills amounting to 3352.71

and recommend that they be paid. 578.84

The amount of outstanding bills due to date Dec 18 is

Libby Gen. 2095.00 Libby Bldg 239.41 Folsom Pavilion 1159.38 Pav 645.15 Total 6323.97

The bills presented tonight are. There are unpaid.

Room acct previous	1305.81	372.25
" now	1697.90	295.52
" Dec.	349	2303.49
	3352.71	2971.26

The monthly statement of bills is as follows:

	Libby Gen	Libby Bldg	Pavilion	Folsom St	Total
Due Nov 1 -	2667.77	240.73	2434.18	933.33	6295.01
Contracted in Nov.	1318.82	11.70	147.05	515.10	1992.67
	4005.59	252.43	2581.23	1448.43	8287.68
Pd in Nov	2246.78	0	1949.83	420.34	4616.95
	1758.81	252.43	631.40	1028.09	3670.73

The Income from Oct 1, 1900 to Dec 1 was as follows. Total 5239.74

Libby 3473.20 Pavilion 1465.80 Folsom 300.

The bills contracted were Libby Gen. 2663.57 Libby Bldg 219.58 Pavilion 566.20 Folsom 1041.19 Total 4490.54 Total 7559.38

The Statement of Bills Oct 1/Dec 1 is as follows.

	Lib Gen	Lib Bldg	Pavilion	Folsom St	Total
Oct 1.	1308.59	637.15	216.95	501.80	2664.49
Contracted Dec 1	2768.34	219.58	566.20	1041.19	4595.31
	4076.93	856.73	783.15	1542.99	7259.80
Paid	865.32		1798.08	405.44	3068.84
	3211.61	856.73	2581.23	1948.43	10328.64
Pd in Nov	3182.44	534.30	2019.83	920.34	6657.91
due Dec 1.	1758.81	322.43	561.40	1028.09	3670.73
Allowing for					
changes in bills	1758.81	322.18	561.40	1029.09	3671.48

Respectfully

Robt W Neal

R. J. Taussig

Finance Committee

List of Bills

Dec 18/1900.

Pay Roll.

Taggart, F. J.	150.00		
Wood, J. W.	100.00		
Colquhoun, R. D.	90.00		
Woolcock, W. W.	50.00		
Huntington, S.	45.00		
Badger, C.	32.00		
Osborne, J.	15.00		
Cooke, C. B.	8.50		
Blabon, C.	46.00		
Williams, W. F.	90.00		
Harris, W. B.	90.00		
Waltenspiel, A.	9.00		
Hansen, J.	33.00		
Blove, A.	6.00		
Latimer, L. P.	30.00		
Behrend, G. A.	30.00		
Canning, J. M.	150.00		
Buckley, M. G.	70.00	✓998	50
Jos. M. Cumming		✓119	65
F. J. Taggart.		✓44	90
S.F. Gas & Elec. Co.		✓399	55
Spring Valley W. Wks.		✓36	45
Western L & P. Co.		✓2	10
Univ. Pac. Gas Gov. Co.		✓6.	66
Golberg, Bowen Co.		✓1	50
J. M. Curtis & Son.		✓10	00
Chas. R. Gagan.		✓102	60
The Examiner		✓11	70
W. W. Gillespie		✓32	00
S.F. Gas & Elec. Co.		✓2	50
P. P. McInnis.		✓33	90
Will & Fink Co.		✓35	90
The Call.		✓1	40
Evining Post.		✓1	00
Jos. Tiger.		✓19	35
Merc. T & J. Co.		✓9	00
		1858	00

Old Bills

Le Count Bros	✓6 00
Goodyear Rubber Co.	✓9 15
J. P. Fraser.	✓6 00
M. S. Moe.	✓3 00
Tillmann & Bendel.	✓4 41
Cunningham Curtiss & Welch	✓10 00
Fischbeck & Glootz.	✓2 75
Bedington & Co.	✓1 50
P. Van Pelt.	✓25 00
University of California.	✓1000 00
Jno. Monahan & Co.	✓4 50
Moise Klinkner Co.	✓4 25
Cubery & Co.	✓5 00
J. C. Irvine & Co.	✓ 70
Hicks Judd Co.	✓7 00
Valleau & Peterson	✓94 50
Ahpel & Bruckman	✓103 60
Lond. Ass. Corporation.	✓103 60
Manchester Ass. Co.	✓25 90
C. F. Hagman.	✓16 75
Bishop's A.B.C. Guide.	✓1 50
The Call	✓11 70
Whitaker & Ray Co.	✓9 60
The Examiner	✓3 70
S. F. Bulletin	✓2 [illegible]
Upton Bros.	✓1 00
S. F. Report	✓1 [illegible]
Abend Post	✓1 [illegible]
Evening Post.	✓8 40
E. L. Snell.	✓5 75
A. Serensky.	✓4 10
S. F. Chronicle	✓2 70
C. A. Murdock & Co.	✓4 25
	1858 00
	3352 71

Mr. Mead entered.

The bills were ordered paid by the following vote:- ayes: Beanston, Brunt, Kendrick, McLaren, Mead, Neal, Taussig, Wallis, Wilson (9); noes: Healy (1)

Mr. Cosgrave entered

The Buildings and Repairs Committee presented the following Report which was on motion adopted.

San Francisco Dec 4, 1900

Need of Elevator. Com. to investigate

Board of Trustees of the Mechanics' Institute

Gentlemen,- Your Building and Repairs Committee respectfully brings to the attention of the Board the necessity for an elevator in the Library Building. A report was made on February 21, 1899 stating that the cost of the elevator would be about $3500, that the cost for power from 9 a.m. to 9 p.m. would be from $30 to $50 per month, and one more employee to run the elevator would cost about $35 per month. Your Committee is of the opinion that this elevator should be placed in the Library and the Library moved up stairs again to the 2nd floor, and that part of the 1st floor now occupied by the Library should be rented. Your Committee therefore request power to make further investigations in the matter and instructions to report to the Board.

Sag in beams.

Your Committee has had a carpenter try his level on all the floors of the Library Building and finds that there are a number of sags in the beams. We recommend that this Committee be authorized to consult with an architect to see if there is anything needed to properly strengthen the building.

Respectfully - John McLaren

Horace Wilson, Building & Repairs Com.

Dec 18/1900.

The Library Committee reported that they had selected books to the amount of $70.37. The books were ordered purchased by the following vote:- ayes, Hanrahan, Brunt, Cosgrave, Kendrick, McLaren, Mead, Neal, Taussig, Wallis, Wilson. (6) Noes Healy (1).

Book Plate Ordered

The Library Committee presented a design to be used for a book plate and on motion of Mr. Taussig the design was referred to the Book Printing and Advertising Committee to have printed.

The Pavilion Committee presented the following report which was approved.

San Francisco Dec 18, 1900.

Board of Trustees Mechanics' Institute.

Pavilion Repaired

Gentlemen:- Your Pavilion Committee reports that the storm last week did some damage to the north half of the western gable of the Pavilion. As the gable was in a dangerous condition the Committee put carpenters and laborers on the building at once to repair it.

It will cost about $50 to render the gable safe, but no exact figures can be given until the work is completed.

Respectfully
Geo H Wallis
L R Mead
Pavilion Committee

The Folsom St Lot Committee presented the following report which was received and the request granted.

San Francisco Dec 18, 1900.

Folsom St sidewalk to be fixed.

Board of Trustees Mechanics Institute,

Gentlemen. Your Folsom Street Lot Committee reports as follows. There are several places on the sidewalk in front of the Folsom street lot that should be repaired immediately as there is great liability of accident, and your Committee is of the opinion that the best way to do the work is by days labor and requests authority to have this work done at once.

Respectfully
Geo H Wallis
Jno McLaren
L R. Mead
Folsom St Lot Committee

The Folsom St Lot Committee presented the following report which was received and filed.

San Francisco Nov 26, 1900.

Folsom St. Report on Stands.

To the Hon Bd Trs.
Mechanics Institute City.-

Gentlemen:- In compliance with your instructions under date of Nov 26th to the Folsom St. Lot Committee, your Committee have employed

Dec 18/1900.

Mr G W Percy

to inspect and report upon the condition of the seats and stands owned by the Mechanics' Institute in the Folsom St Ball Grounds.

After mature deliberation upon the report of Mr. Percy, herewith inclosed, it was decided by your Committee to put in the repairs suggested by Mr. Percy and those called for by the Examiner of the Board of Works of San Francisco.

We considered this last action necessary to avoid any difficulty with the Board of Works, which might interfere with or delay the game on Thanksgiving Day. Very Resp. Submitted Geo H Wallis
John McLaren
L R Mead, Committee

The Librarian presented his report for the month of November which was received and the following names mentioned therein as having joined the Institute were on motion approved.

New Members.

Walter Church	J J Gilbert	M V Bolitho
J Z Sally	Wm A M Smith	Miss A T Aitken
Arnold Genth	A P Sinclair	A P Moore
A P Wagner	Miss Mary Stuckwart	Geo F Smith
Mrs Ina L Peterson	W L Leland	Miss Louise Schumann
F F Adams	Peter Doran	J D Laughlin
Mrs G W Turner	Wm E Neil	Miss Maude M Hatch

The Librarian presented the following names as having joined the Institute since November 30th last all of which were on motion approved.

New Members

Mrs J D Long	Miss E C Hall	Edwd Raymond
Mrs D C Beaman	W W Hitching	Mrs A Stonebergen
Edw Webster	J F Gilbert	S Rosenblum
Henry Shank	Mrs J W Dayan	Mrs A M Simpson
Miss K Bussey	J F Muir	Mrs J Marks
Henri Marx	W A Beatty	Mrs B F Bailey
Fred P Winchester	Robt E Cowan	A W Stoddart
	Mrs J B Day	

The Librarian presented his report for the quarter ending Nov 30th which was received and filed

Mrs Mead withdrew

Librarian re registration of books.

The Librarian presented the following report.

San Francisco Dec 18, 1900

To the Board of Trustees of the Mechanics Institute.-

Gentlemen:- In accordance with the resolution passed at the first meeting of your Board in November I beg to report as follows regard-

Registration for Books.

ing the present practice of registering for books in the Library.

As an example, Grants unleavened Bread was registered for from July 9, 1900 and between that date and November 14th there were 154 registrations. The filing of the orders began about a month later than the first request, or on August 2nd, with ten copies of the book the 154 requests were filled by Nov. 17th or just three days after the last registered request.

This is an example taken at random, and leaving out of account some exceptional cases, represents fairly the working of this part of our delivery system.

The object of registering requests for books at any time when they may be made, has the drawback as pointed out in the Board that at the end of the 30 days which must elapse before books are withdrawn from general circulation, there is a large accumulation of orders to be filled.

There is however the great advantage to be set against this that the registrations so accumulated give a very definite basis for computing the number of copies which should be purchased. It was - I believe - in answer to the repeated requests of the Library Committee for information on this point - the positive demand for certain books - that the practice grew up of accepting registrations without regard to the length of time the book registered for had been in the Library.

It should be pointed out in this connection that there is very constant complaint on the part of the members that they cannot secure new books. This arises wholly from the fact that every new book of any importance is registered for during the time it is most prominent in public attention. I think that if the time at which a book may be received on request was extended to two months after the book was received instead of one month that much of this trouble would be obviated.

Philatelic Socy. joins Institute

Philatelic Society

It is with pleasure that I report that there has been delivered into the hands of your Librarian the collection of books of the Pacific Philatelic Society, pending the action of your Board on the terms proposed by the Society.

The collection has not been counted but contains about 150 volumes and about 3000 unbound pieces. It consists mainly of sets of periodicals.

The terms on which the Society is willing to give this collection to the Mechanics' Institute are that the Institute receive the books of the Society and incorporate them in this Library.

That the Institute accept the members of the Society, in good standing at the present time as members of the Institute without payment of entrance fee.

That the Institute accord the Society the use of its Board Room one evening a month for its meetings.

The Society requests that as large a portion as possible of the dues paid in by its members be devoted to the purpose of maintaining and enlarging its collection.

There are at present about 25 members in the Philatelic Society.

In making this request, the Librarian recognizes that a precedent of importance is being set, which may result in large additions to this Library, and

an almost indefinite extension of the scope and usefulness of the Institute Library.

There are in San Francisco a number of similar societies formed for the purpose of serious study, which might with mutual advantage be incorporated with the Mechanics Institute; on such lines we would be building up a permanent membership of a class which is somewhat lacking to us at present, and which is very much to be desired.

Country Memberships

Country Clubs

Your Librarian further reports that a number of requests have been received for information respecting the provision of books for country members.

Absent Membership List

Absent Membership List.

Your Librarian strongly urges that provision be made for creating an "absent membership list".

It is of frequent occurrence that members come in and inform us that they have been absent from the city for six months or a year and while willing to resume payment of their dues they are unwilling to pay the back dues which have accrued during their absence, or pay a second entrance fee. The difficulty would be met by a provision that on a member notifying the Librarian that he or she was about to leave the city for a time, the member might be put on an "absent list," and be permitted to resume its membership on return to the city.

Respectfully, Frederick J. Tiggart
Librarian

The report was taken up clause by clause.

The first recommendation to extend the time before books could be registered for to two months was adopted.

Philatelic Socy accepted

In regard to the Philatelic Society Mr. Neal moved that the Finance Committee be instructed to spend an amount not to exceed $25 in securing the membership of the Society. The motion was carried by the following vote: ayes, Beanston, Brunt, Cosgrave, Healy, Kendrick, McLaren, Neal, Young, Walles, Wilson (10) Nos, None.

On motion of Mr. Neal the terms proposed by the Philatelic Society on which they would become part of the Institute were accepted, with the exception of the condition as to non payment of entrance fees.

On motion of Mr. Wilson the matter of an "absent membership" list was referred to the Library Committee with instructions that if the Committee approved of the idea, it frame and present a By-law to cover the matter.

The Secretary presented his report for the month of November which was received and ordered spread on the minutes.

San Francisco Dec 14 1900.

Board of Trustees Mechanics Institute;-

Gentlemen:- I submit herewith financial statement for Nov 1900.—

Dec 18/1900,

Secty's Report (Cont'd)

1900 Nov 1 Cash on Hand, $1703.40

Receipts

Library	Dues	1068.		
	Ent Fees	53.		
	Books	68.30		
	Mut Sav Bk	325.		
	Liby Bull	7.60	$1521.90	
Pavilion	Rent	535.		
	Hoops & Rent	303.50		
	Gas	43.95		
	Mantles	1.50		
	Lighting	4.		
	Damage	10.15		
	Sale of crackers	3.35		
	Licenses	10	911.45	
Folsom St		175		$2608.35
				$4311.75

Expenditures.

Library Classes	60.		
Expense	70.46		
Interest	218.34		
Furniture	86.58		
Liby Bull	68.40		
Lights	6.75		
Printing	20.50		
Salaries Inst	150.		
" Liby	671.83		
Taxes	865.32		
Water	28.60	$2246.48	
Pavilion Salary	70.		
Labor	32		
Water	12.05		
" Hoops &c	8.70		
Telephone	16.50		
Cesspool Removal	5.50		
Repairing Chairs	4.		
Taxes	1798.08	1949.83	
Folsom St Water	14.90		
Taxes	406.44	420.34	$4616.95

Receipts $4311.75 + overdraft Dr J Tansey et al $305.20 = $4616.95

Summary

Library	Receipts	$1521.90	Excess of Expenditures	$724.88
	Expenditures	2246.48		
Pavilion	Receipts	911.45	" "	1038.38
	Expenditures	1949.83		
Folsom St	Rent	175	" "	245.34
	Expenditures	420.34		
Decrease in Cash =		Total	" "	$2008.60

Respectfully Submitted
John Cumming
Secretary.

Dec 18/1900,

The Secretary presented report for the quarter ending Nov 30th which was received and filed.

Letters Read.

From California Club asking Board to sign petition to Congress requesting Federal aid to preserve Forests. also from same Club request to have Board sign petition to State Legislature to legislate for preservation of meadow lands.
Both ordered signed and forwarded.

From Dr GW Handcastle regarding Library Building. Referred to Building & Repairs Committee.

Offer of joint Bulletin — From Mysell Rollins & Co offering to print Library Bulletin. Referred to joint Library and Printing and Advertising Committees to report back on.

Patton bequest — From Mary Richards about bequest of Wm Patton to Institute. Referred to Library Committee

From Sir Thomas Browne Memorial Committee requesting contribution for memorial. Referred to Art Committee.

Amendment to By Laws Adopted — Under unfinished business the **Amendment** to the By Laws Section 1 of Article 1, proposed by Trustee Beaneton at the meeting of November 20th last was **adopted** unanimously.

The Secretary presented bill of A. Ruef for $40.53 which was ordered paid by the following vote:— ayes, Beaneton, Brunt, Cosgrave, Healy, Kendrick, McLaren, Neal, Tansey, Wallis, Wilson (9) Noes none.

Next reg meeting legal holiday — The Secretary informed the Board that the next regular meeting would fall on January 1st and on motion of Mr Beaneton it was ordered that the meeting be held on Jan. 2nd 1901, at 8 PM.

The Secretary was instructed to notify candidates for Trustee nominated at the Quarterly Meeting of December 8th that it would be necessary for them to file a written acceptance of the nomination.

The Secretary was instructed to make use of the old blank petitions for nominations for Trustee with such changes as would make them conform to the present requirements of the Constitution.

Healy's claim that Mead is ineligible — Mr Healy presented a statement claiming that Trustee LR Mead was not a resident of this City and County and submitting with statement an affidavit of the County Clerk of Contra Costa County that Mr Mead was a registered voter in the County.
Mr Healy moved that in view of the facts presented, the Board declare that Mr. Mead is not a member of this Board.

Dec 18/1900.

On motion of Mr Wilson the matter was referred to the Finance Committee and acting President.

Copies of Constitution to be prepared

On motion of Mr Wilson the Secretary and Library Committee were instructed to prepare copies in duplicate of the Constitution and By Laws containing all the amendments since the last printing and present the same to the next meeting for action.

Executive

The Board then went into Executive Session.

Offer for Pavilion.

Mr Taussig stated that Mr Irving thought that he can obtain an offer of $1500 per month net for the Pavilion property for a term of years but before negotiating further he would like to know the opinion of the Board.

Mr Neal moved that if Mr Irving, as a committee of one, can lease the Pavilion block for $1500 per month net for a term of years, that he be empowered to negotiate subject to confirmation by the Board.

The motion was carried.

The meeting then adjourned.

John Cumming
Secretary.

Geo Beaneton
Recording Secretary.

Jan 2, 1901.

San Francisco January 2nd 1901.

The Regular meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building at 8 PM tonight in accordance with motion setting above date carried at last meeting. Vice President Kendrick presiding.

Present Trustees Beaneton, Cograve, Healy, Irving, Kendrick, Neal, Taussig, Wallis, Wilson (9)

Absent Trustees Brunt, McLaren, Mead, Olsen, Pres. President (5)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following Report.

San Francisco Jan 2, 1901.

Board of Trustees Mechanics' Institute.

Gentlemen:- Your Finance Committee reports as follows.

There is cash on hand tonight $861.21

We present and recommend for payment bills as follows,

Cal. Roll 1004 2nd Y & Taggart 44 31 Hutchings 6 120 27 Total 1169.08

Statement of Bills

	Liby Gen	Liby Books	Pavilion	Folsom	Total
Due Dec 1.	1758.81	252.18	631.40	1029.09	3671.48
Dec bills	540.37	3142.23	228.45	738.84	3649.89
	2299.18	3394.41	859.85	1767.93	7321.37
Jan rec.	1813.79	46.16	595.50	1007.35	3462.74
	485.39	2348.31	264.35	760.58	3858.63
add		64.50			64.50
		2412.81			3923.13

The bills accrued Oct 1st Jan 1st are

	Liby Gen	Liby Books	Total Liby	Pavilion	Folsom	Total
	3308.91	2361.81	5670.72	794.65	1780.03	8245.20
Taxes			865.32	1798.08	405.42	3068.82
			6535.84	2592.73	2185.47	11314.04

The receipts Oct 1 Jan 1 have been

Library	$6187.55
Pavilion	2152.60
Folsom St.	1150
	9.340.15

Respectfully submitted R Kendrick
Robt W Neal
R J Taussig
Library Committee

The bills were ordered paid by the following vote:- Ayes. Beaneton, Cograve, Irving, Kendrick, Neal, Taussig, Wallis, Wilson (8). Noes Healy (1)

Mr Mead entered.

Jan 2, 1901.

The Finance Committee presented the following.

San Francisco Jan 2, 1901.

meado eligibility

Board of Trustees Mechanics' Institute:-

Gentlemen:- Your Finance Committee, upon the question raised by Mr Healy as to the **Eligibility of Mr. Mead** to act and act as one of the Board of Trustees of the Mechanics' Institute beg to report as follows:-

The Constitution (art 7. Sec 1) requires that "the affairs of the Association shall be administered by a board of fourteen trustees, who shall be residents of the City and County of San Francisco".

The ordinary meaning of the word "Resident" is a dweller or inhabitant at or in a place or City.

The legal residence of a person is where such person has a right to vote, but as distinguished from his legal residence he may have an actual residence, such for instance as the late William Sharon, whose actual residence was in the city and county of San Francisco, but whose legal residence was in the state of Nevada, and there are many instances in which a person's actual residence is not always his legal residence.

The Constitution provides that a Trustee shall be a resident of the City and County of San Francisco, that is in our opinion where he shall actually reside and where his interests are, so that by reason of his actual residence and business, he would be of benefit to and take an interest in the Mechanics' Institute - certainly the place where he voted would not be of interest to the Mechanics' Institute unless he actually resided there. Mr. Mead is an actual resident of the City and County of San Francisco and we so find, and this being so we are of the opinion that he legally holds the position of one of the Trustees of the Mechanics' Institute, and that any motion to hold otherwise should not be upheld.

We desire further to report that in this matter, not having authority to do so, we have not taken any legal opinion.

R. Kendrick
R. J. Taussig
Finance Committee

On motion of Mr. Beanston the report was placed on file.

The Library Committee presented book list for $133.30 and on the Committee's recommendation the books were ordered purchased by the following vote: ayes, Beanston, Cosgrave, Deving, Kendrick, Mead, Neal, Taussig, Wallis, Wilson (9) Noes Healy (1).

The Library Committee presented the following report.

San Francisco Jan 2, 1901.

Board of Trustees of the Mechanics' Institute

Gentlemen:- At the last meeting of the Board the Librarian presented

Jan 2, 1901.

Absent List.

a recommendation to create an absent list of members. This recommendation was referred to this Committee with instructions to consider the same and if approved to frame and present a By-Law to cover the matter.

Your Committee is of the opinion that instead of a By-Law covering the matter there should be a resolution giving the Librarian authority to put members on an absent list, and we present the following-

"Resolved: That the Librarian be empowered to remit the dues of members leaving the city and not using the Library for a period of not less than six months at one time, providing written notice of said absence is given at the time of commencement of absence,

Respectfully Submitted S. C. Deving,
R. J. Taussig,
Geo Beanston Library Committee

On motion of Mr Beanston the report was laid on the table till the next meeting.

Leasing Pav.

On the request of Mr. Deving the Board discussed at some length the terms on which it would lease the Pavilion property.

The Librarian presented his report for the month of December, 1900 which was received and the following persons mentioned therein as having joined the Institute were on motion approved,

New Members.

Benj S. Wach	Jas J. Steele	S. C. Newell
Fred W Budge	Mrs R. F. Hanley	Herbert S. Walleer
Mrs M. J. Lane	Chas. H. Owens	Lawrence Thompson
Mrs F. C. Fitchey	Max Rechert	Mrs. Anna Cummins
Thos. Crowley	Miss Helen Sewell	Mrs Sam'l O. L. Polley
Mrs W. Stauf	Perry T. Thompkins	Mrs J. Wreland
Geo. F. Deeney	Miss Lilian Craig	Albert A Jacobs (Life)
Geo Franklin Curtis	Mrs F. B. Lemon	

The Secretary presented his report for the month of December which was received and ordered spread on the minutes.

San Francisco Jan 2, 1901.

Board of Trustees of the Mechanics' Institute:-

Gentlemen:- I herewith present financial statement for December 1900.

(See next page).

Jan 2, 1901.

(Secty Cont'd) Receipts

Library	Dues	2157.00		
	Entrance Fees	44.		
	Life Members	50.		
	Books	75.05		
	Mutual Savings Bk	325.		
	Classes	4.50		
	Reby Bulletin	8.20		
	Sale of old papers	60	$	2664.35
Pavilion	Rents	240.		
	Hayes St	384.		
	Gas	48.30		
	Manletts	2.50		
	Light	2.		
	Damage	8.		
	Licenses	10		
			686.80	
Folsom St			850	$ 4301.15

Expenditures.

Library	Books	9.60		
	Expense	256.81		
	Library Bulletin	95.50		
	Lighting	303.68		
	Periodicals	36.50		
	Print & Stat'y	111.30		
	Repairs	69.80		
	Salary Librarian	150		
	" Librarian	788.50	$	
	Water	14.20		1835.89
Pavilion	Salary	70.		
	Wages	15.40		
	Gas	154.50		
	Electricity	2.50		
	Insurance	233.10		
	Manletts	19.		
	Water	6.50		
	" Hayes St	4.15		
	Glazing	20.85		
	Licenses	21		550.
Folsom St Pt	Interest	1000.		
	Water	1.60		
	Rents	5.75		1007.35
				3393.24
				305.20
				$ 3698.44
				502.71

Overdraft Dec 1st

Jan 1, 1901 Cash on Hand,

Summary

Library	Receipts	2664.35	Net Facts	
	Expen:	1835.89	828.46	
Pavilion	Receipts	686.80	136.80	
	Expen:	550		
Folsom St Pt	Receipts	850		
	Expen:	1007.35	157.35	
Increase in Cash			807.71	
		965.26	965.26	

Respy Submitted

J. M. Cummings Secty

Jan 2, 1901.

The Secretary presented Copies in duplicate of the Constitution and By Laws with amendments to date as ordered at the last meeting of the Board.

Bids for Print. Const.

On motion of Mr. Wilson the Printing and Ad. Committee was instructed to get a bid for printing 1000 copies of same and report at the next meeting of the Board.

The meeting then adjourned

J. M. Cummings
Secretary

Geo. Beaneton
Recording Secretary

Jan 15, 1901.

San Francisco Jan 15th 1901.

The Regular Meeting of the Board of Trustees of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by Vice President Kendrick.

Present - Trustees, Beanston, Cosgrave, Healy, Irving, Kendrick McLaren, Mead, Plum, Taussig, Wilson (10)

Absent Trustees Brunt, Neal, Wallis, the President (4)

The Finance Committee presented a report showing $4846 cash on hand, and recommending for payment bills amounting to $644.52.

The bills were ordered paid by the following vote. - Ayes, Beanston, Cosgrave, Irving, Kendrick, McLaren, Mead, Plum, Taussig, Wilson (9) No vote Healy (1). (See List of Bills Below)

Printing Constitution

The Secretary stated that Mr. Brunt had instructed him to report for the Printing and Advertising Committee that printing 1000 copies of the Constitution and Bylaws would cost from $60 to $75.

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

New Members.

W. E. Pearson	Herman H. Beechner	Miss Minnie O'Connell
S. E. Alexander	Mrs. Sophie Cotting	Michael Hooban
Miss A. H. Smale	Mrs. Hattie E. Barney	Thos. E. Kent
C. B. Young	Miss Louise E. Hayes	Miss Julia E. Colby
Miss Alice E. Locke	Miss Lindy Swanberg	Miss Mary E. Wheeler
Jno. J. McCormick	Thos. H. Clark	Andrew J. Clunie
H. B. Lieber	Miss Lydia C. Perkins	Jas. M. Taylor
Clifton O'Brien	Miss Annie Howe	W. F. Woods
C. H. Logan	Miss Stella Cornwall	Dennis O. Lynch
Louis A. Israel	Carl E. Sunwall	George Baggott
	Chas. A. Babcox	

Bills Ordered Paid.

Kuehn	40.	Fund,	$ 73.85
The Traveller	1.75	The Chronicle	13.65
Braadt	20.25	The Call	11.70
Coe Post	8.40	L. V. Redfield	2.
Abend Post	1.95	Occidental Elec. Co.	14.50
The Cents	1.50	University of Cal.	500.
Fund	$ 73.85	Sherman Clay & Co.	28.82
			$ 644.52

Hayne's bill

A letter was read from Lieut. A. P. Hayne making claim for services rendered the Institute at Manila in connection with the last Institute Fair. Referred to Finance Committee.

Jan 15, 1901.

Re Forests

A letter was read from the Cal. Water and Forest Assn. asking the Institute to sign a memorial to the State Legislature praying for legislation to preserve the State Forests. On motion the President and Secretary were authorized to sign the memorial, if after examination they approved it.

Absent Member List

The matter of an "Absent Members' List" laid over from the last meeting was brought up and on motion re-referred to the Library Committee.

Room for affiliating societies

On motion of Mr. Taussig the Building and Repairs Committee was instructed to examine the upper floor of the Library Building to see if any room could be set apart for the use of societies which might affiliate with the Institute.

Mead's eligibility affirmed

On motion of Mr. Wilson, the matter of the membership of Trustee Mead was taken from the files for consideration.

Mr. Wilson presented the following which was on motion adopted.

Whereas, a question having been raised as to Mr. Mead's residence and consequently his ineligibility to membership in this Board of Trustees - therefore

Resolved - that it has been determined to the satisfaction of this Board that Mr. Mead is a resident of the City and County of San Francisco, as required by Article VIII Sec. 1 of the Constitution of the Mechanics Institute and consequently fully eligible and entitled to his membership in this Board of Trustees of the Mechanics' Institute.

The meeting then adjourned.

John Cumming
Secretary

Geo. Beanston
Recording Secretary.

Feb 5, 1901.

San Francisco February 5th 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by Vice President Kendrick.

Present - Trustees, Beaneton, Brunt, Healy, Irving, Kendrick, McLaren, Neal, Plum, Taussig, Wilson (10) absent, Trustees Cosgrave, Mead, Wallis, Mr. President (4)

The minutes of the previous meeting were read and approved.

Mr Cosgrave entered.

The Finance Committee presented the following Report -

San Francisco March 5th 1901.

Board of Trustees of the Mechanics Institute -

Gentlemen - Your Finance Committee reports as follows: - There is cash on hand tonight amounting to $1885.48

We present bills amounting to 1700.90

and recommend that they be paid.

The statement of our outstanding bills is as follows: -

	Kibby Cur.	Kibby Books	Paul	Folsom	Total
Due Jan 1.	485.39	2412.81	264.35	760.58	3923.13
Accrued Jan	2612.04	66.02	240.70	501.	3419.76
	3097.43	2478.83	505.05	1261.58	7342.89
Pd in Jan	1106.48	230.54	255.30	500.	2092.32
	1.990.95	2,248.29	249.75	761.58	$5,250.57

Hayne's bill pd.

In regard to the bill of A P Hayne against the Institute for $200 which was referred to this committee, your Committee obtained from A Hayne settlement in full for $100 and instructed the Secretary to pay same.

Respectfully Submitted

R Kendrick

Robt W Neal

R J Taussig

Finance Committee

List of Bills

Pay Roll:			
Teggart, E. J.	150.00		
Wood, J. H.	100.00		
Colquhoun, R. D.	90.00		
Woolcock, W. H.	50.00		
Huntington, Miss S.	45.00		
Badger, Clarence	32.50		
Cooke, C. B.	19.50		
McLea, Alex.	10.50		
Blabon, Chester	40.00		
Williams, Miss M. F.	90.00		
Harris, F. E.	50.00		
Winslow, A.	45.00		
Latimer, L. P.	30.00		
Behrgd, G. A.	30.00		
Cumming, J. M.	150.00		
Buckley, M. G.	70.00	1002	50
Cumming, Jos. M.		221	95
Teggart, E. J.		20	22
Pacific Gas & Imp. Co.		131	35
Staniforth, C.		80	29
Jos. Fredericks & Co.		53	70
Joost Bros.		16	44
Bent & Meyerderks		13	00
John Middleton		34	37
A Rulfs		1	80
Lemcke & Buechner		81	26
Chas. Scribner & Sons		2	50
Chas. Scribner & Sons		41	52
		$1700	90

Cumming secty

Feb 5, 1901.

The report was received and approved and the bills ordered paid by the following vote: - ayes, Beaneton, Brunt, Cosgrave, Irving, Kendrick, McLaren, Neal, Plum, Taussig, Wilson (10) declines to vote, Healy (1).

The Library Committee recommended the purchase of books amounting to $366.50 the recommendation was adopted by the following vote: - ayes, Beaneton, Brunt, Cosgrave, Irving, Kendrick, McLaren, Neal, Plum, Taussig, Wilson (10) declines to vote, Healy (1).

Elevator, condition of bldg, + selling apart room.

The Building and Repairs Committee presented the following report.

San Francisco Feb 5th 1901.

Board of Trustees Mechanics Institute

Gentlemen - Your Building and Repairs Com. reports as follows.

The matter of an elevator for the Library Building and of selling apart a room on the upper floor for affiliating societies, has been referred to this committee, and, also the matter of examining the present condition of the building.

We have consulted Reid Bros. Architects and submit their report herewith.

Report of Reid Bros.

Report of Reid Bros. (attached to Report.

Present Condition.

The walls are sound, the girders appear to have sufficient strength for all present requirements. The joist show no evidence of decay or weakness.

Method of Improvement.

We would put an elevator with re modelled staircase, where the present old staircase is, as per your suggestions. This work could go on while the 3rd floor was being overhauled and made ready for the reception of books.

People visiting the Library could in the meantime, continue to use the first story, and the second story obtaining access thereto by means of the exist staircase.

It would require from six weeks to two months to do the work above outlined. When completed, the books could be moved to the third story and the second story could be fixed up in the same way.

The books could then be moved from the first to the second story and the work of converting the part of the first story now occupied as a Library to store purposes could then be entered on.

To complete this work, re inforcing the floors where necessary to carry the increased load put on the center of the spans, restore the walls and ceilings where damaged, also retinting them, would cost $20,000.

This would not include new book cases, if any should be required.

In accordance with said report, your committee recommends.

1st That that portion of the Library now on the first floor be moved upstairs

2nd That an elevator and new stairs as per report of architect be put in.

3rd That the lower story which will be vacated be put in shape for renting.

4th That the space back of the bank and also back of the new stairs be fixed up for a lecture hall and for a place for the meeting of the affiliating societies.

5th That the building be properly strengthened.

Respectfully

John McLaren

Horace Wilson

Building & Repairs Com.

Feb 5 1901.

Mr Deving moved the adoption of the report. Mr Taussig moved that the report be laid over for two weeks and that in the meantime the Secretary send a copy of it to each member of the Board. Mr Taussig's motion was carried.

20th Cent Club & Pav.

Pavilion Committee — Mr Blum stated that he was trying to make terms with the 20th Century Club for boxing contests and on motion the Pavilion Committee was given power to make an agreement with the Club for the use of the Pavilion.

The Librarian presented his report for the month of January which was received and the following persons named therein as having joined the Institute were on motion approved.

New Members

H P MacInnis	Clarence Allen	Michael Crowley
B F Hammell M.D.	Jas N Murray	H B Phillips
Armand B. Kreft	Miss M M Jeffers	A Linck
Mrs E M Short	R W Taylor	Harry F Gordon
Jacob Newman	August Wessell	Miss M A. Bradbury
Chas Goccinsky M.D.	E S Blackwell	Mrs R Parker
Mrs H W Beers	F W Moebus	Matias Mortiga
Miss Marion E. Bybee	Frank Koenig	Victor del Prose
A. W. Thompson	C. Eschman	Miss Edith Watterman
Ed Dunker	Wm H Crocker	R H Willcox
Cy Fleming	Henry J Crocker	Miss Sheil Bray
Miss Azalea Earle	J L Hitchcock	Jno R Chapman
R F Hogan	A Lott	Zenas W Dodge
J Raffle	Joseph Makins	Jno W Felt
Henry A Lafler	Wm F. Gunn	F W Lehman
W E Dorman	Wm E Loy	A H Greenebaum

The Librarian presented the following Report which was received and referred to the Library Committee. D.F. Feb 5 1901.

To the Board of Trustees of the Mechanics' Institute.

Perforating stamp.

Gentlemen:- Your Librarian recommends that in place of the present ink stamps used upon the books in the Library, a perforating stamp be purchased for the same purpose. The expense would be about $25.00.

Conference with Societies

In as much as various Scientific societies in San Francisco are understood to have in consideration the idea of joining the Institute on some such terms as accorded the Philatelic Society, your Librarian suggests that an invitation to a conference with some committee of the Board be sent to such society.

Respectfully, Frederick J Teggart Librarian.

The Secretary presented his report for the month of January which was received and ordered spread on the minutes.

Feb 5 1901.

Secretary's Report.

San Francisco Feb 5th 1901

Board of Trustees of the Mechanics Institute

Gentlemen: - I present herewith financial statements for January 1901.

1901 Jan 1. Cash on Hand, $302.71

Receipts.

Library Dues	1253.		
Ent Fees	79.		
Books	71.		
Classes	51.		
Misc Receipts	325.		
Sale Depos Goods	14.60		
" old papers	75		
Library Bulletin	5.85		
Donations	53.10	1853.30	
Pavilion Hays & Rents	380.		
Sale old goods	9.30	389.30	2242.60
			2745.31

Expenditures

Library Books	42.25		
Binding	120.77		
Classes	60.		
Expense	23.16		
Interest	113.67		
Lighting	14.50		
Music	28.82		
Periodicals	38.95		
Rent Refs	20.90		
Salaries Janitor Library	150 724	1337.02	
Pavilion			
Salary	70.		
Hays & Repairs	20.25	90.25	
Folsom St Interest		500	1927.27
Jan 31. 1901 Cash on hand			818.04
			2745.31

Summary

		Excess of Receipts	Excess of Expenditures
Library Receipts	1853.30		
Expenditures	1337.02	516.28	
Pavilion Receipts	389.30		
Expenditures	90.25	299.05	
Folsom St. Expenditures			500
Excess of Cash Jan 31 over Jan 1.			315.33
		815.33	815.33

Respectfully Submitted
J. M. Cummens
Secty

Feb 5, 1901.

Letters Read.

Cable Codes

From S. Bloom and Sons recommending the purchase of different cable codes for the Library. Referred to Library Committee.

Doolan wants Annex

From R. P. Doolan making a proposition to rent the Pavilion Annex and offering $50 per month rent. Referred to Committee on Institute Properties.

From S. F. Committee on Commerce requesting the Institute to sign memorial to Legislature protesting against appointing a State Quarantine Officer. Received and filed.

Chess Medal Awarded

From the Committee of 1900 Chess Tournament of the Mechanics' Institute stating that Dr. Lovegrove had won the annual Institute Chess trophy.

On motion the trophy was ordered purchased and $12.00 appropriated to pay for it by the following vote,- ayes, Beaneton, Brunt, Cosgrave, Healy, Irving, Kendrick, McLaren, Neal, Plum, Taussig, Wilson (11) Noes None.

Com. on Annual Election

On motion of Mr. Neal, a committee from the Board of Trustees to take charge of the arrangements for the annual election was ordered appointed. The Chair appointed as such Committee, Trustees Wallis, McLaren, Cosgrave.

Polls open.

On motion it was ordered that the polls for the coming annual election be open from 11 AM. to 9 P.M.

Circulars to Members

Mr. Wilson moved that a circular containing proper information about the election and a ballot be sent to each member of the Institute entitled to vote. The motion was carried.

Amendments to be printed

On motion the Library Committee was instructed to print in the March number of the Library Bulletin the amendments to the Constitution offered at the December quarterly meeting.

On motion it was ordered that a notice of the coming annual meeting next March be sent out with the election matter.

A motion to order a copy of the City Directory for 1901 for the Secretary's office was lost

Com. on Revision of Constitution & By Laws

Mr. Wilson moved that a committee be appointed to take under consideration the matter of revision of the Constitution and By Laws and to report at the next meeting as to the advisability of amending them and to report such recommendations as the Committee might recommend. The motion was carried. The Chair appointed as such Committee Trustees Wilson, Beaneton, Taussig

The meeting then adjourned

John Fleming
Secretary

Geo. Beaneton
Recording Secretary.

Feb 19, 1901.

San Francisco Feb 19th 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock, by Vice President Kendrick - Present Trustees Beaneton Brunt, Healy, Irving, Kendrick, McLaren, Neal, Taussig, Wilson (8) absent Trustees, Cosgrave, Mead, Plum, Wallis, Mr. President (5).

The minutes of the previous meeting were read and approved.

The Finance Committee presented a report of Collections $335.09 and recommended for purchase bills amounting to 524.65. The bills were ordered paid by the following vote:- ayes Beaneton, Brunt, Irving, Kendrick, McLaren, Neal, Taussig, Wilson (8) declined to vote Healy (1) (See list below)

The Library Committee recommended for purchase books amounting to $126.65. The recommendation was adopted by the following vote:- ayes, Beaneton, Brunt, Irving, Kendrick, McLaren, Neal, Taussig, Wilson (8) declined to vote Healy (1)

Bills Ordered Paid

John S Isaacs	1.50	H.C. Judd Co.	140.93	Examiner	11.70
Cent. pub Co.	6.	Library Bureau	67.53	W.W. Gillespie	7.80
Allin's Over Clip Bureau	6	J.F. Mac Donnell	14.	E.L. Snell	3.50
G. Stark	2.25	D.E. Wells Co.	63.25	Recorder exp. 51.69. Total	524.65

The Library Committee presented the following report

D. F. Feb 19/1901.

Lib'y Com to confer with Soc'y's

Board of Trustees Mechanics Institute.-

Gentlemen:- Your Library Committee reports as follows:-

In regard to the recommendation of the Librarian that a committee of the Board be appointed to confer with societies which may desire to affiliate with the Institute we recommend that a committee be instructed to act and if the Board will so instruct this committee will undertake the matter.

Perforating stamp

In regard to the perforating stamp recommended by the Librarian we will report later.

Cable Codes.

In regard to the proposition of S. Bloom and Sons requesting the Library to supply copies of a number of telegraph codes, your committee recommends that the codes be purchased and that a letter be sent out to the business houses of the city calling their attention to the fact and soliciting membership with the understanding that the Institute will keep the codes in the Library.

In their letter Messrs. Bloom & Sons present a list of 22 codes the prices of which amount to about $180. All of these codes will not be necessary but it may probably involve an expenditure of $150.00

Respectfully S. C. Irving
R. J. Taussig
Geo Beaneton Library Com

Both of the recommendations were adopted, and the Library Committee instructed to act in the matter of conferring with Societies desiring to affiliate. adjourned

Feb 19, 1901.

20th Cent Club Pav

For the Pavilion Committee the Secretary stated that an agreement had been arrived at with the 20th Century Club in regard to renting the Pavilion for boxing contests and a lease was being drawn up.

Election Com

The Election Committee presented the following report.

S.F. Feb 19, 1901.

Board of Trustees Mechanics Institute

Gentlemen:- Your Committee on annual election of the Mechanics' Institute reports as follows.

Judges

We recommend the appointment of the following judges of election:- Henry Root, James M. Kelly, David Kerr.

We recommend that this committee be authorized to provide meals for the Judges.

Clerks Pay

We recommend that such clerks as may be necessary be employed, they to be paid $2 per day and to provide their own meals.

We recommend that a place be prepared in the patent room for the marking of ballots.

We recommend that no canvassing for votes be allowed in the patent room.

Respectfully Jas M. Lavers
for Election Com.

Proposed amendment to Constitution

For the Committee on revision of the Constitution and By-Laws, Mr. Wilson brought to the attention of the Board the advisability of an amendment to abolish the present clause in the Constitution restricting the Trustees from mortgaging the Institute real estate except for purchase or improvement. This matter was discussed at some length but no action was taken.

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

New Members

Rev E. Helander	Mrs. Helen W. Northrup	Wm N. Fusher
A.H. Cairns	Jno T. White	W.A. Freet
Chas. Huyck	A.B. Shearer	A.M. Sutherland
Mrs J.F. Clark	Wayland N. Young	E. Scott
C. Holm	Miss A. Mooney	Wm Muir
Mrs E.G. Dressoch	J.R. Stephens	J. de Archon
Chas A. Gray	Mrs S.E. Knowles	A.L. Seagler
albert asher	Mrs Alice W. Dickson	Benny E. Dunn
	Llewellyn Morgan	

Nicke Resigns Cancelled

A letter was read from President Denicke stating that he would not be able to return at the expiration of his leave of absence and tendering his resignation as Trustee of the Institute.

On motion of Mr. Wilson the letter was placed on file.

The reports of the Buildings and Repairs Committee laid over from the last

meeting was on motion laid over to the next meeting.

On motion the Secretary was instructed to invite the Trustees who would be elected at the coming annual election, to the next meeting of the Board.

The Secretary read the list of the following

Candidates for Trustees

Candidates for Trustees to be voted for Feb 26, 1901.

Wm A. Beatty	acceptance of nomination
Alpheus Bull	Petition
G.L. Center	"
Geo. T. Day	acceptance of nomination
Rodney Kendrick	Petition
Robt W. Neal	acceptance of nomination
James G. Spaulding,	" " "
Otto von Feldern	" " "
Luther Wagoner	Petition
Horace Wilson	acceptance of nomination.
J.J. Gieseting	" " "

Installation Committee

The Board then proceeded to elect a committee to install the trustees who would be elected, as provided by the Constitution.

Mr Wilson nominated Mr. Henry L. Davis as a member of the Installing Committee
Mr Neal " Mr. Asa R. Wells " " " " " "
Mr Healy " Mr. Wm. Plum " " " " " "

On motion the Secretary cast the ballot for these three nominees the Chair appointed Trustees Healy and Brunt as Tellers. The tellers reported on votes cast for Messrs Davis Wells and Plum and the Chair declared them duly elected.

The meeting then adjourned.

Jas M. Cummings
Secretary

Geo. Beaneston
Recording Secretary

Mch 5, 1901.

San Francisco March 5th 1901,

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by Vice President Kendrick.

Present - Trustees Beanston, Cosgrave, Healy, Ewing, Kendrick, McLaren, Wallis, Welson (8) Boden, Bruint, Mead, Neal, Blum, Fauseig, McPresident (6)

Trustees elect Beatty, von Geldern and Wagoner were also present.

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report.

San Francisco March 5th 1901.

Board of Trustees Mechanics Institute -

Gentlemen, - Your Finance Committee reports as follows.

Cash on hand tonight amounting to	$2040.20
Collections for the rest of the month will be about	2800.
making a total of	$4840.20
We present bills tonight amounting to	3853 07

and recommend that they be paid.

Delinquents dropped.

There are now on the books parties owing dues as follows to March 1st 1901,

8 Quarters	44.	
7 "	57.	
6 "	115	
5 "	141	$357

We recommend that these members be dropped from the rolls on June 1st next, providing that they do not in the meantime pay up, and that a letter be sent to each one of them notifying them to that effect.

Seidl Suit Appeal Bond

In the suit of J Seidl vs. the Mechanics Institute in which judgment was given against the Institute for $521.50 and costs, and in which an appeal was taken to the Supreme Court, our attorney notified us that it would be necessary to give an appeal bond for $1,700. Your Committee ordered the bond taken out in the U.S. Guarantee and Fidelity Co. the amount to be paid for this is $8.50 the first year and $4.25 each subsequent year that the bond runs.

Your Committee ordered this bond as it had to be filed before this meeting. The Company requires a resolution to be passed by the Board and your Committee presents the resolution with its recommendation for adoption.

attachment & report not copied

Respectfully Rodney Kendrick Finance Com.

The recommendation in regard to the delinquent members was adopted.

Bills not all passed. Healy declines to vote.

On the recommendation to pay the bills Mr Healy declines to vote, the other seven Trustees present voting aye. On Mr Beanstons suggestion the list of bills as follows on page 363 was read to allow any trustee to object to any particular bill, Mr Healy objected to the bills marked "o" on following list. The balance of the bills on following list (those marked "p" were then ordered paid by the following vote:- ayes, Beanston, Cosgrave, Healy, Ewing, Kendrick, McLaren, Wallis, Welson. 8. Noes none.

See list of bills next page.

Mch 5, 1901.

List of Bills.

Pay Roll:				Fwd	1618	15
Teggart, P. J.	$150.			P Virginia Evening Chronicle	6	
Wood, J. H.	100.			o F. M. Husted	5	
Colquhoun, R. D.	90.			P Western L & P. Co.	7	80
Woolcock, W. H.	50.			P J. H. Boden	9	50
Huntington, Miss S.	45.			o P. J. Teggart	33	75
Badger, Clarence	32.			P University of Calif.	1000.	
Cooke, C. B.	23.			P Pac. States Tel. & Tec. Co.	63	10
Atherton, Harle	8.50			P American Fire Ins. Co.	50	
Blabon, C.	40.			P Cord. Pub. Co.	15	50
Williams, M. F.	90.			P A. Pulfs	1	45
Ross, Alex.	1.			P Am. Socy. Mech. Eng.	10	
Harris, F. E.	50.			P N. E. News Co.	3	47
Winslow, A.	45.			P Pyere. T & L Co.	6	50
Walthmapiel, A.	5.			P Occidental Elec. Co.	3	
Latimer, L. P.	30.			o Elder & Shepard	98	69
Behrend, G. A.	30.			P John Middleton	56	76
Cumming, W. M.	150.			o L. W. Cary	6	55
Buckley, M. G.	70.	1009	50	P Globe Disinfecting Co.	14	25
P Welsbach Co.		8		P Will & Fink	3	60
o A. M. Robertson		59	36	P Morse Klinkner Co.	16	
o Cumulative Index Co.		3		o Eastern Maint. of Way Assn.	1	25
o Boston Book Co.		6	75	P Universal Gas Gov. Co.	1	50
P J. C. Irvine & Co.		2		P Serensky, A.	4	80
o Cunningham, Curtis & Welch.		108	89	P Astronical Socy. of Pacific.	5	
P Armstrong & DeGuerre		5	20	P Payot Upham & Co.	42	
o J. Tenny & Co.		13	90	o F. C. Newbegin	74	50
o Th. C. Bacon		2	70	P Cal. Sch. of Mech. Arts.	2	
o Chas. Scribner's Sons.		72		o Lemcke & Buechner	115	31
o The Woophele		1		o Chas. Scribner's Sons	300	04
o Cubery & Co.		3	75	o Hicks Judd Co.	88	16
P Le Count Bros.		6	30	o Payot Upham Co.	80	39
o Valleau & Peterson		55	75	P D. P. McNeil	107	55
o J. H. Barry		109	75		3853	07
P Pac. Gas Imp. Co.		130	65			
P West Coast Wire & Iron Wks.		19	25			
Fwd		1618	15			

Resolution re Seidl Suit Appeal Bond

The following resolution presented by the Committee was adopted.

Whereas in the action of J Seidl against the Mechanics' Institute in the Superior Court of this City and County, said Seidl recovered judgment against the Institute for $521.50 and $277.55 costs and interest, and

Whereas it has been decided by this Board that said action be appealed to the Supreme Court, and

Whereas to effect such appeal and to stay execution it is necessary for the Mechanics Institute to file an appeal bond in double the amount of said judgment and interest, and

Whereas the United States Fidelity and Guaranty Co. has offered for the sum of $8.50 to furnish said bond,

now therefore be it

Resolved, that the Vice President and Secretary be authorized to obtain the aforesaid bond from the aforesaid company, paying therefore the aforesaid sum of $8.50 and doing all other things usually requisite to be done in the premises by an applicant for such bond to such company.

Price of Folsom St to Universities

Mr. Wallis for the Folsom St. Lot Committee reported that the two universities wished to know at what price the Institute would rent the 16th St. Grounds for the coming football season, the matter of fixing rent was referred to the Folsom St Lot Committee with power.

The Librarian presented his report for the month of February, which was received and the following persons mentioned therein as having joined the Institute were on motion approved,

(see next page)

Mch 5. 1901.

New Members.

Wm a. Schadde	David Mosher	N J a Diebels
Wm C. Herbert	J S Ewen	alice M. Hoyle
Wm C. Montgomery	W B. Hammond	W J Martin
Jno D. Anspacher	Hamilton Page	Mrs Jno C. Newman
C G Hennick	W C M Dermott	A Frances Davis
Geo W. albright	J S Campbell	Fred L Stolz
J M Green	G B Shipley	Lawes Kahn
Ross O'Shaughnessy	J N Deerghausen	C P Rust
Wm H. Ehrmann	alfred Galpin	F. Pope
Edwin Overett	R H Moore	H W Babin
	Miss Ida M. Morrell	

The Librarian presented his report for the quarter ending Feb 28, 1901 which was received and filed.

The Librarian presented his report for the year ending Feb 28. 1901 which was received and ordered read at the annual meeting of the Institute.

The Secretary presented report for February which was received and ordered spread on the minutes.

San Francisco March 5, 1901.

Board of Trustees Mechanics Institute. -

Gentlemen: - I present herewith financial statement for February 1901.

Feb 1. 1901 Cash on hand				$818.04
	Receipts.			
Library	Dues.	$1299		
	Ent Fees	56.		
	Books	59.85		
	Classes	7.50		
	Libry Bull.	9.		
	Mut Sav Bk.	325		$1756.35
Pavilion	Rent	435		
	Hayes St	334		
	Gas	26		
	Lighting	6.		
	Damage	1.50		
	Sale of wood	1.50	804.	$2560.35

Expenditures

Library	Books.	1478.7	
	" Sick Fund	186.10	
	Binding	134.43	
	Classes	60.	
	Expense	136.87	
	Fuel	34.37	
	Furniture	86.20	
	Interest	113.67	
	Lighting	97.46	
	Janitress	17.70	
	Printing & Stat'y	67.78	
	Salaries Libry	722.50	
	" Institute	150.	
	water	37.05	$1991.64

Mch 5. 1901.

Pavilion.	Salary	70.		
	Labor	46.50		
	Gas	41.75		
	Mantles	1.80		
	Lighting	32.		
	Water	11.70		
	Hayes St	12.50		
	Licenses	21.		
	Hardware	8.20		
	Sundries	8.10		253.55
Folsom St.	Repairs	80.29		
	Hardware	8.24		
	Water	2.		
	Lens	3.51		94.03
				$2339.32
Mch 1. 1901 Cash				1039.17

Summary

Library Receipts	$1756.35	Net Rect	Net Expenditures
Expenditures	1991.64		235.29
Pavilion Receipts	804.	$550.45	
Expenditures	253.55		
Folsom St Expenditures	94.03		94.03
Excess of cash Mch 1 over Feb 1.	$550.45		221.13
			$550.45

Respectfully
Jno M Cumming Secty.

The Secretary presented his reports for the quarter ending Feb 28th which was received and filed.

The Secretary presented his report for the ~~past~~ year ending Feb 28th which was received and ordered read at the coming annual meeting.

Election Judges Report

The Judges of the Annual Election filed their report of the annual Institute election held February 26th 1901 showing the election as Trustees of Wm A. Beatty, Alpheus Bull, Geo. T. Bray, Robt. W. Neal, James D. Spaulding, Otto von Geldern, Luther Wagoner.

The report was received and filed and the thanks of the Board extended to the Judges.

Sale of Pump in Pavilion

For the Machinery Committee Mr. Wallis stated that an offer of $125 had been received for the Hooker Pump in the Pavilion. The matter of selling the pump was referred to the Committee with power.

The Committee on revision of the Constitution & By Laws made the following report.

S. F. March 5, 1901.

Common pleasing Constitution discharged

Board of Trustees Mechanics Institute. -

Gentlemen: - Your Committee appointed to examine and report upon revision of the Constitution and By Laws, have not agreed to recommend any change.

Respectfully Submitted.
Horace Wilson Chairman

On motion the report was received and the Committee discharged with thanks.

Mch 5, 1901.

Radcliff College entrance exams

A letter was read from Radcliff College, Cambridge, Mass. asking for the use of a room for their entrance examinations in June next. The request was granted.

A letter from the National Irrigation association was received and filed.

Bldg & Rep. Com. report referred to next Com.

The report of the Building and Repairs Committee of February 25th laid over to this meeting, was brought up and on motion of Mr. Wilson was referred to the next Building and Repairs Committee.

Return of assessor

The matter of making return of the assessor was referred to the Finance Committee.

Denicke's resignation accepted

Mr. Wallis moved that the resignation as Trustee of President Denicke be taken from the file. The motion was carried.

Mr. Wallis moved that the resignation of E. A. Denicke as Trustee of the Institute be accepted. The motion was carried.

Thanks to Denicke

Mr. Wallis moved that the thanks of the Board be extended to Mr. Denicke for his services to the Institute. The motion was carried.

Vacancies in Installing Com.

The Secretary stated that M. L. Davis & Wm. Plum elected as members of the Committee to install the Trustees elect would not be able to serve. On motion of Mr. Beaneton the Chair was authorized to fill the vacancies. The Chair appointed David Kerr and J. L. Sharp.

Wilsons farewell

Retiring Trustee Wilson addressed the Board, making some remarks in regard to his long connection with the Institute. Trustee Healy also spoke on the same subject.

Thanks to retiring Trustees

Mr. Sprague moved that a vote of thanks be extended to the six retiring Trustees for their services to the Institute.

Mr. Sprague put the motion which was carried.

The meeting then adjourned.

John Cumming
Secretary

Geo. Beaneton
Recording Secretary.

Annual

Mch 9, 1901.

San Francisco March 9th 1901.

The **Annual Meeting** of the members of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by Vice President Rodney Kendrick – 54 members present.

The minutes of the Quarterly Meeting of December 8th last were read and approved.

Librarians Report & Healy.

The Annual Report of the Librarian was read.

Mr. Healy rose to speak on the report.

Mr. Beaneton raised the point of order that Mr. Healy was out of order.

The Chair sustained Mr. Beaneton's point of order.

Mr. Healy appealed from the decision of the Chair.

The Chair was sustained from it by the meeting.

Mr. Saulman moved that the Librarians report be received and spread on the minutes. The motion was carried.

LIBRARIAN'S ANNUAL REPORT, 1900-1901.

San Francisco, March 5, 1901.

To the President and Board of Trustees—

Gentlemen: I have the honor to present the forty-sixth annual report of the work and business of the Library for the year ending February 28, 1901.

MEMBERSHIP.

Number reported February 28, 1900		4,377
New members, subscription	605	
New members, life	4	
Reinstated	3	612
		4,989
Withdrawn		1,182
Membership February 28th, 1901		3,807

The membership is divided as follows: Honorary members, 11; Life members, 183; Subscription members, 3,613.

BOOKS AND PERIODICALS.

The accessions of books for the year have been 5,360 volumes, classified as below:

Bibliography	154	Periodicals (bound)	570
Philosophy	45	Theology	50
Sociology	498	Philology	26
Natural Sciences	244	Useful Arts	546
Fine Arts	172	Poetry and Drama	98
Fiction	2,257	Literature, Essays, etc.	263
Geography & Description	124	Biography	180
History	193		

These were assigned to:

Reference Department	1,510
Circulation	3,850

There were acquired by:

Purchase	4,157
Gift	639
Binding	527
Exchange	37

In addition, 7 pamphlets were purchased, and 840 presented; and 16 maps were presented and 8 purchased.

The following table shows the numerical strength of the Library:

No. of volumes reported February 28, 1900		81,198
Accessions, Feb. 28, 1900, to Feb. 28, 1901		5,360
Lost and paid for	226	
Duplicate Government documents ret'd	700	
Exchanged	41	
Sent to State Prisons	103	
Worn out and destroyed	213	
Missing, unaccounted for	84	1,367
Net increase		3,993
Total, as per count, February 28th, 1901		85,191

In addition to the 616 new books, periodicals and pamphlets bound, there were 1,671 old books rebound.

There are 586 titles on our subscription list, 465 American and 121 Foreign publications being represented. Of this number, 234 were presented.

GIFTS.

The gifts to the Library were 639 volumes, 840 unbound volumes and pamphlets and 16 maps.

From the Pacific Philatelic Society, the Library has received 80 volumes and 5,500 pamphlets, which are not included in our statistics.

CIRCULATION.

The Library was open 303 days during the year; 130,569 volumes were issued for home use, a daily average of 431. A table of classes follows:

Periodicals	3,690	Philosophy	695
Theology	353	Sociology	499
Philology	152	Natural Sciences	540
Useful Arts	1,551	Fine Arts	1,324
Poetry and Drama	1,187	Fiction	113,504
Literature and Essays	1,157	Miscellany	1,974
Travels	1,413	Biography	1,163
History	1,367		

LECTURES.

The following lectures have been delivered during the year:

March 17, 1900, "Electricity in Its Relation to California Industries," by Prof. C. L. Cory.

March 31, 1900, "A Walk Through Athens," (illustrated) by Prof. Walter Miller.

April 7, 1900, "Modern Library Buildings," (illustrated) by Chas. S. Greene.

Respectfully submitted,

FREDERICK J. TEGGART,
Librarian.

Mch 9, 1901. Annual.

The Secretary presented Annual Reports which were received and ordered spread on the minutes.

SECRETARY'S REPORT.

San Francisco, March 5, 1901.

Board of Trustees of the Mechanics' Institute—

Gentlemen: I submit herewith financial statement for year ending February 28, 1901:

March 1, 1900, Cash on hand		$596.92
Library—		
Dues	$17,934.00	
Entrance fees	605.00	
Life memberships	200.00	
Books paid for (226)	55 95	
Fines (1,695)	290.60	
Extra books (5,386)	538.60	
Classes	121.56	
Library bulletin	89.35	
Donations	227.45	
Library Bldg. rents	3,900.00	
Cancelled check	5.00	
Sundry receipts	239.80	
	$24,207.25	
Bills payable	7,000.00	
Pavilion—		
Rents	$ 4,736.00	
Hayes St. rents	4,149.35	
Gas	547.90	
Mantels	39.90	
Lighting	100.00	
Damage	68.65	
Sundry receipts	109.65	
Water	25.00	
	$ 9,776.45	
Folsom St. Lot	1,787.26	$42,770.96
		$43,367.88

EXPENDITURES.

Library—		
Books	$ 3,718.32	
Books Lick Fund	692.66	
Binding	1,438.55	
Periodicals	1,790.58	
Classes	540.00	
Expense	1,538.98	
Fuel	118.28	
Furniture	479 78	
Insurance	440.50	
Lectures, printing	$52.25	
Labor	21.00	
Lectures and illustrating	135.00	
	208.25	
Library Bulletin	422.15	
Lighting	1,275.78	
Music	46.41	
Printing and stationery	758.30	
Repairs	318.80	
Salaries	8,485.26	
Taxes	1,567.85	
Water	248.95	
	$24,089.40	
Pavilion—		
Salaries	$ 908.00	
Labor	159.90	
Repairs	138.10	
Glazing	20.85	
Hardware	8.20	
Gas and electricity	776 85	
Mantels	74.65	
Lighting	106 00	
Taxes	3,601.70	
Insurance	683.50	
Water	89 35	
License	94.00	
Telephone	31.10	
Sundry	109.40	
Hayes St. repairs	357.50	
Hayes St. water	92.45	
	$ 7,251.55	
Folsom St. Lot—		
Interest	$ 6,000.00	
Insurance	50 00	
Taxes	812 13	
Wages	40 00	
Repairs and improvements	1,015.79	
Sundry	59.34	
	$ 7,977.26	
General Accounts—		
Interest on loan from Bank	$ 1,210.50	
Salaries	1,800.00	$42,328.71
March 1, 1901. Cash on hand		1,039.17
		$43,367.88

SUMMARY.

Library—	Receipts.	Expenditures.
Receipts	$24,207.25	
Expenditures	24,089.40	$117.85
Pavilion—		
Receipts	9,776.45	
Expenditures	7,251.55	2,524.90
Folsom St.—	Receipts.	Expenditures.
Receipts	1,787.26	
Expenditures	7,977.26	
		$6,190.00
Salaries, Institute account		1,800.00
Interest to Bank		1,210.50
Bills payable	7,000.000	
Increase in Cash for year		442.25
	$9,642.75	$9,642.75

Respectfully submitted,

JOSEPH M. CUMMING,
Secretary.

The following report from the Expert was read and ordered spread on the minutes.

EXPERT'S RE.ORT.

San Francisco, March 6, 1901.

Board of Trustees of the Mechanics' Institute—

Gentlemen: I have carefully examined the books and accounts of the Institute for the six months, from September 1st to February 28th, and find them correct, except the bank balance is in excess of the Secretary $9.20, caused by an over deposit.

I have compared the Librarian's accounts with the Secretary's and checked all entries from the journal and cash book with the ledger, and verified all footings. All vouchers for the six months are properly approved and receipted and are now on file in the Secretary's office.

I enclose trial balance of the ledger, February 28, 1901.

Respectfully,

P. VAN PELT,
Auditor.

Vice President Kendrick presented the following report which was received and ordered spread on the minutes.

VICE PRESIDENT'S REPORT.

To the Members of the Mechanics' Institute:

Owing to the extended absence of our President, Mr. Denicke, from this country, and his consequent resignation of the office of trustee, it devolves upon me to present to you a summary of the affairs of the Institute for the year ending February 28th, 1901.

FINANCES.

An examination of the books makes it evident that the last twelve months have added nothing to the assets of the Institute, but on the contrary, show an increase of its liabilities.

It is, however, some gratification to know that the addition of seven thousand dollars to the credit of our bills payable account is not the result of lack of revenue sufficient for the ordinary demands of the library, but is caused entirely by the unrelenting calls for interest on our mortgage indebtedness.

Confronted by the loss of 570 members, and compared with last year, a shrinkage of $2,208 in the receipts for fees and dues, we have yet been able to meet all obligations from our revenues, except these demands for interest, besides expending for books, binding and periodicals, nearly two thousand dollars more than was devoted to the same purpose in 1899.

The detailed financial report of the Secretary, presented to you to-night, shows that the Institute received during the year $42,770.96 from all sources and expended in the same period 42,328.71

Indicating a balance of $442.25
to which is to be added the money on hand at the beginning of the year, viz 596.92

Leaving in Bank at this time the sum of $1,039.17

These receipts were derived from the following sources:

Dues, fees and fines	$18,624.19
Donation, classes, etc.	1,674.86
Bills payable	7,000 00
Rents	14,572.61
	$42,770 96

and the disbursements were devoted to the following purposes:

Books, Binding and Periodicals	$ 7,640 11
Expense	1,538 98
Interest	7,210.50
Taxes	5,981.68
Salaries	11,193.26
Insurance	1,174.00
Repairs and improvements	1,830.19
Lighting	2,052 63
Sundry	3,707 36
	$42,328 71

There have been added to the Library during the year 3,993 books, and its shelves now contain a total of 85,791 volumes.

FOLSOM ST. LOT.

The improvements on the Folsom St. Lot have been completed during the year and it is now expected that sufficient revenue will come from this property to pay all repairs, taxes and a portion, at least, of the interest accruing on its cost.

Application has been made by the management of the football teams of the two Universities for a renewal of the lease for the season of 1901, and it is probable that this renewal will be granted.

THE LICK FUND.

The condition of this fund at present appears as follows:

Balance March 1st, 1900	$3,121.30
Interest added February 28, 1901	193.45
	$3,314.75
Purchase of books charged to fund during year ending Feb. 28, 1901	692 66
Balance to credit of fund	$2,622 09

LEGAL MATTERS.

The suit of J. Seidl & Co. for damages for an alleged infringement of privileges at the last Fair, which was pending last year, was decided adversely to the Institute.

An appeal from the decision has been taken and we hope for a final victory.

The year just completed has brought no great or important change in the affairs of the Institute. Apparently the same condition confronts us with which we were brought face to face at the beginning of the year. The same problems are now testing the powers of your Trustees to solve that were trying their skill twelve months ago.

The question is still before us—what shall be done to bring the Institute to that state of prosperity which will enable it to accomplish the purposes for which its organizers labored, to achieve which its pioneers, a goodly number of whom are yet with us, contributed so lavishly of their time, their energies and their money.

Solutions have been offered, but as yet none, in the estimation of your Trustees, was found sufficiently practicable to command their unqualified or earnest support.

Thus far the only plans suggested which promised any satisfactory results were: First, to sell the Folsom St. Lot, and second, to improve the Pavilion block by placing stores and tenements on the Larkin St. and Hayes St. fronts.

The manifestly large expenditure of money necessary to carry into effect the second plan, combined with the uncertainty of profit from this additional investment, deterred your executive officers from seriously entertaining the project.

The first plan seemed the more feasible one, and in the early part of last year the Folsom St. Lot was placed on the market, resulting in an offer of $90,000.00 for it.

With the cost of this property and the accumulated interest on the purchase price in plain view, few of the Trustees had the courage to advocate the acceptance of this proposal, and the prospective purchaser not being able or willing to increase his bid to a fair valuation of the property, negotiations were abandoned.

Happily, the improved condition in the realty market, especially in the section of the City South of Market St., brings no regret for these barren negotiations.

The ratification of the China Basin lease to the Santa Fe Railway Co., if the Assembly follows the example of the Senate, and the improvements this Company will necessarily make in the Southern portion of the City, must advance the value of the property in all the adjacent territory, and the Folsom St. Lot is not too remote to share in the enhanced values which must follow the completion of the work this Company has in contemplation.

While it is improbable that we could ever realize for this property the money it has cost, in principal and interest, yet the time seems not far distant when we may secure enough from its sale to relieve us of the burden of debt its purchase placed upon us. When that time comes, and it may come quickly, the opportunity must not be allowed to escape.

The plan of putting stores and tenements in the Pavilion, unless entered into on a large and expensive scale, could not, in my estimation, be made a profitable one. It would involve the expenditure of a large sum of money from which returns would be uncertain, with no increase in the selling value of the property to compensate for the original outlay for these improvements.

Since the last annual report, efforts have been made to lease this block and negotiations to that effect have prevailed for some months.

If the lease is consummated on the favorable terms proposed, the rental will give the Institute a steady income, adding to our resources a sum sufficient to enable us to relieve the Library from the drain now upon its revenue, and restoring to its patrons the benefits of all receipts for fees and dues.

The subject of increased accommodation to facilitate the work of the Library, and to promote its prosperity by materially adding to the freedom and comfort of its patrons, has been a theme prominent in the annual addresses of your presiding officers for a dozen years past. None of the importance of this subject has yet been lost. It has had the constant and earnest consideration of your Trustees in their deliberations, and while some of these officers believe that the present building, with sufficient alteration and improvement, can be made adequate for all immediate demands, I am of the opinion that the building cannot be made adequate by any method of alteration short of practical reconstruction.

While its location could hardly be bettered the lot is not spacious enough to accommodate a building of capacity sufficient for library and income purposes.

It appears to be the sentiment of a majority of the members that a more commodious home for our books should soon be provided—a modern building, designed for, and fully adapted to this use, and large enough to accommodate, at present, and in the future, the great and growing library now the object of our solicitous care.

When it becomes possible for us to erect such a structure the location of the site for it will be of paramount importance, and if additional space could not be had adjoining this building, another lot not far distant, and every way suitable, should be secured.

CONSTITUTION.

From time to time inconsistencies have become apparent in the Constitution, and have received the attention necessary to correct these incongruities.

Article VII. Section 1. should be amended so as to clearly define the qualifications of Trustees, and should also be made to harmonize with Article IX. Section 2.

As these two sections now read, by Section 2 of Article IX., a voter is required to be a member for six months previous to an election, while in Section 1. of Article VII., where such provision should appear, no provision whatever is made for the membership of a candidate for the office of Trustee.

In closing this report and retiring from office, I ask to be allowed to express the pleasure I have derived from the six years of service as Trustee, I have been able to give the Institute. The ties of friendship I have formed during this service I sincerely hope will continue unbroken while life remains.

My one regret is that frequently I have not been able to devote my entire time to the assistance of my brother Trustees in the service of the Institute.

RODNEY KENDRICK,
Vice-President.

March 9th, 1901.

Mch 9, 1901. Annual.

Judges Report.

The following Report of the Judges of Election was received.

San Francisco Feb 26th 1901.

Board of Trustees Mechanics Institute.-

Gentlemen,- Your Judges appointed to take charge of the Institute's Annual Election on the above date report as follows.

There were 527 Ballots cast.

Of these there were 15 ballots improperly marked.

The vote resulted as follows.

W. A. Beatty	327.
Alpheus Bull	404.
J. L. Corbett	242.
Geo. T. Day	374
Jos. L. Gresting	170.
Rodney Kendrick	259
Robt W. Neal	282
James G. Spaulding	337
Otto von Geldern	295
Luther Wagoner	328
Horace Wilson	276.

The following seven being the candidates receiving the highest number of votes have been elected.- Messrs. Bull, Day, Spaulding, Beatty, Wagoner, von Geldern and Neal.

Respectfully

Henry Root
David Kerr
James M. Kelly,

Judges.

Healy objects to Beatty.

Mr. P. J. Healy after giving his reasons, moved that W. A. Beatty be declared not elected a Trustee. Mr. J. C. Saulman raised the point of order that there was nothing in the Constitution of the Institute providing that a Trustee must be a member of the Institute. The Chair declared the point of order well taken.

Mr. Healy then protested against W. A. Beatty being declared elected a Trustee of the Institute or being installed as such on the grounds that Mr. Beatty was not a member of the Institute when he was nominated for Trustee at the last December Quarterly Meeting and that he had not signed the Constitution at that time.

The report of the Judges was ordered spread on the minutes.

Annual. Mch 9, 1901.

Amendments defeated.

Unfinished Business:- Mr. Beatty moved that consideration of the amendments to the Constitution proposed at the December Quarterly meeting be postponed until the next Quarterly meeting. A division being called for the Chair appointed Geo Cumming and D4 Geo Hardcastle tellers. The tellers reported 17 ayes and 29 noes, whereon the Chair declared the motion lost.

The motion to adopt the amendment to Section 5 of Article VIII of the Constitution proposed at the last quarterly meeting by J. C. Irving was lost.

Mr. Saulman moved that consideration of the amendment to Section 5 of Article VIII of the Constitution proposed at the December quarterly meeting by P. J. Healy be indefinitely postponed. The motion was carried.

Proposed amendments.

Mr. H. C. Kinne proposed the following

Amendment to the Constitution.

San Francisco March 9, 1901.

To the Members of the Mechanics Institute.-

I move to amend Sections 4 and 5 of Article IX of the Constitution by striking out the entire sections, and by substituting in their place and stead the following to be known as sections 4 and 5 respectively.

Sec. 4. The voting shall be by the process known as the preferential method of proportional representation, as follows:

a. Each voter shall have one vote, but may vote in the alternative for as many of the candidates as he pleases, by writing the figures 1, 2, 3, etc., opposite the names of those candidates in the order of his preference.

b. The ballot papers having been all mixed, shall be drawn out in succession and stamped with numbers, so that no two shall bear the same number.

c. The number obtained by dividing the whole number of good ballot papers tendered at the election by the number of Trustees to be elected, shall be called the Quota. If such number has a fraction, such fractional part shall be deducted.

d. Every candidate who has a number of first votes equal to, or greater than, the Quota, shall be declared to be elected, and so many of the ballot papers containing those votes as shall be equal in number to the Quota shall be set aside as the Quota of that candidate, in a suitable envelope, and sealed and signed by the Judges of Election. On all other ballot papers, the name of such elected candidate shall be deemed cancelled, with the effect of raising by so much in the order of preference, all votes given to other candidates after him. This process shall be repeated until no candidate has more than a Quota of first votes, or votes deemed first.

e. Then the candidate or candidates having the fewest first votes, or votes deemed first, shall be declared not to be elected, with the effect of raising so much in the order of preference all votes given to candidates after him or them, and the preceding rule shall be again applied, if possible.

f. When by successive applications of the foregoing rules, the number of candidates is reduced to the number of Trustees remaining to be elected, the remaining candidates shall be declared elected.

g. If, in the process of the elimination, there be a tie between the candidates having the lowest number of votes, the ballots shall be taken from the respective files of such candidates alternately, in alphabetical order, until a candidate is elected, when that one of the remaining candidates having the lowest number of ballots shall be declared not elected, and the elimination shall proceed as hereinbefore provided. And if, at the close of the elimination, there be a tie, and only two candidates left, and one Trustee yet to be elected, then that candidate having the highest number of first votes shall be declared elected.

h. At the Quarterly meeting in December, any member in good standing may nominate any member as a candidate for the Board of Trustees; and such candidate may be voted for at the annual election of such Trustees, provided the following conditions shall have been, then or thereafter, complied with:

i. On or before the first Tuesday in January, such nominee shall file, or cause to be filed, with the Secretary his acceptance of such nomination, to which shall be added the signatures of not less than ~~twenty-five~~ fifteen members of the Institute in good standing, setting forth that they intend to vote at the ensuing election for such nominee as their first choice for Trustee. Thereupon, the name of such nominee shall be placed by the Secretary upon the list of candidates for the Board of Trustees, to be voted for at the ensuing election, as hereinbefore provided. And the names of all such candidates shall be placed upon said list and printed on the ballot papers in alphabetical order. And said list shall also be placed by the Secretary in conspicuous places within the Institute, and due publicity otherwise given thereto by the Secretary, through the press and other available means.

Sec. 5. It shall be the duty of the Board of Trustees to prepare ballots suitable for the proportional and preferential methods in the preceding section designated, with a view to carry out the provisions therein specified.

I hereby certify that the above is a correct copy of the amendment offered by Mr. H. C. Kinne.

Geo Cumming Secty.

Mr. Geo. Cumming presented the following

Amendment to the Constitution.

S. F. March 10th, 1901.

I move as a substitute to Section 1 article 7 of the Constitution, the following

Proposed amendments

to be known as Section 1 of article 7.

"The affairs of the Association shall be administered by a Board of fourteen Trustees, who shall be residents of the State of California, and shall have been members of the Institute not less than twelve months anterior to their election, seven of whom shall be elected annually by the members on the last Tuesday in February to serve for two years.

Geo Cumming

Mr Geo Cumming also offered the following

Amendment to the Constitution.

Mch 9, 1901

I move to amend Section 10 of Article XI of the Constitution of the Institute by striking out the entire section and putting in its place and stead the following to be known as Section 10.

Section 10. Upon the removal from the State of any officer or Trustee, his office becomes vacant; provided, also that if any Trustee shall voluntarily absent himself from three successive regular meetings of the Board, except in the event of serious personal illness, his office shall become vacant. The provisions of this section are mandatory and it is hereby made the duty of the Board of Trustees to declare the position of such officer or Trustee vacant upon the facts being ascertained.

G Cumming.

Resolution with Mercantile

Mr. E.A.T. Gallagher presented the following and moved its adoption.

Resolved, That the Board of Trustees of the Mechanics Institute are hereby instructed to request of the Trustees of the Mercantile Library to meet the Trustees of the Mechanics' Institute, to confer with the design of a union of the two incorporations.

The motion to adopt the resolution was lost.

Trustees Installed

The Chair then announced that the Trustees elect would be installed by the Installation Committee consisting of Asa R. Wells, J.L. Thayer, Geo Cumming.

Mr Wells made a brief address and then administered the obligation as required by Section seven of Article Nine of the Constitution to Trustees elect William A Beatty, Alpheus Bull, Geo T. Day, Robert W. Neal, James G. Spaulding, Otto von Geldern, and Lucien Wagoner all of whom subscribed to the same whereon Mr Wells for the Installation Committee declared them duly installed Trustees of the Mechanics' Institute.

The meeting then adjourned.

J.M. Cumming,
Secretary

Geo. Beanston
Recording Secretary.

Organization of Board

San Francisco March 9th 1901.

Immediately after the adjournment of the annual meeting of the Mechanics Institute, the Board of Trustees of the Institute met in the office of the Institute.

Recording Secretary Beanston called the meeting to order and called for nominations for temporary Chairman.

Mr Wallis was elected temporary Chairman by acclamation.

Roll Call was as follows:- Present Trustees Beanston, Beatty, Bull, Cosgrave, Day, Healy, Irving, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis, (14) absent none.

The Board then proceeded to elect officers for the ensuing year as prescribed by Section 2 of Article 7 of the Constitution.

The Chair appointed Messrs. Mead and Spaulding - Tellers for the evening.

For President - Mr Neal nominated Mr. S C. Irving.

There being no further nominations the Secretary was on motion instructed to cast the ballot of the meeting. On the tellers report of the entire vote of the Board, for Mr Irving, the Chair declared him duly elected.

Mr Irving made a few remarks and then took the Chair.

For Vice President - Mr. Day nominated Mr R. J. Taussig,
Mr Healy nominated Mr Robt W. Neal.

Mr Taussig received 11 votes Mr Neal 1 and on motion of Mr. Neal, the election of Mr Taussig as Vice President was made unanimous.

For Recording Secretary, Mr Spaulding nominated Mr Jas. K. Cosgrave,
Mr Neal nominated Mr Geo. Beanston.

Mr. Beanston declined the nomination and on motion the Secretary was instructed to cast the ballot of the meeting for Mr Cosgrave. On the tellers report of the entire vote of the Board for Mr Cosgrave, the Chair declared him duly elected.

For Corresponding Secretary, Mr Beatty nominated Mr Geo. H. Wallis.

On motion the Secretary was instructed to cast the ballot of the meeting for Mr Wallis, and on the tellers report of the entire vote of the Board for Mr Wallis, the Chair declared him duly elected.

For Treasurer, Mr Neal nominated the 1st National Bank of S.F.

On motion the Secretary was instructed to cast the ballot of the meeting for the 1st National Bank and on the tellers report of the entire vote of the meeting for the First National Bank of S.F., the Chair declared it duly elected.

The meeting then adjourned.

J.M. Cumming
Secretary

James K. Cosgrave
Recording Secretary.

Mch 19, 1901.

San Francisco March 19th 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by Vice President Taussig. Present Trustees Beanston Beatty, Bull Cosgrave, Day, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis, (11) absent Pres. President. (1).

The minutes of the meetings of March 5th and 9th were read and approved.

A letter was read from President Ewing, announcing the appointment of the following

Committees appointed

Standing Committees.

Finance	Mead,	Wallis.	Bull.
Building and Repairs	Bull	Day	Wagoner
Library	Taussig	Beanston	Beatty
Lectures and Classes	von Geldern	Cosgrave	Beatty
Printing and advertising	Cosgrave	Spaulding	von Geldern
Pavilion	Wagoner	Neal	Mead
Folsom St Lot	Wallis	Beanston	Day
Management	Beatty	Cosgrave	Bull Wallis Wagoner
Exhibits	Spaulding	von Geldern	Taussig
Machinery	Day	Wallis	Mead
Art	Neal	Healy	Spaulding
Music	Healy,	Day	Bull
Tickets and admissions	Taussig	Neal	Healy
Special Committee on Institute Properties	Beanston	Mead	Taussig Beatty Spaulding

The Secretary presentes the following

List of Bills all of which had been allowed by the Cash Finance Committee

Pay Roll				Forward.	1785 70
Teggart, P. J.	150.			Chas. Scribner's Sons.	300 04
Wood, J. H.	100.			Hicks Judd Co.	88 16
Colquhoun, R. D.	90.			Payot Upham & Co.	80 39
Woolcock, W. H.	50.			~~Wm. M. Weil~~	~~35 80~~
Huntington, Miss S.	45.				2289 79
Badger, Clarence	32				2256 99
Cooke, C. B.	~~13.50~~ 23.				
Atherton, Harlo	8.50				
Blabon, Chester	40.				
Williams, Miss M.F.	90.				
Ross, Alex.	1.				
Harris, F. E.	50.				
Winslow, A.	45.				
Waltenspiel, A.	5.				
Latimer, L. P.	30.				
Behrend, G. A.	30.				
Cumming, J. M.	150.				
Buckley, M. C.	70.	1009	50		
Robertson, A. M.		59	36		
Cumulative Index Co.		5.			
Boston Book Co.		6	75		
Cunningham Curtis & Welch		108	89		
J. Tauzy & Co.		13	90		
Bacon, W. O.		2	70		
Chas. Scribner's Sons.		72			
The Zoophele		1			
Cubery & Co.		3	75		
Valleau & Peterson		55	75		
J. H. Barry,		109	75		
F. M. Husted,		5			
F. J. Teggart		33	75		
Elder & Shepard		98	69		
L. H. Cary		8	55		
Eastern Maintenance of Way Assn.		1	25		
J. J. Newbegin		74	50		
Lemcke & Buechner		115	51		
Forward		1785	70		

List of Bills Correct
Jno M Cumming
Secretary

Mch 19, 1901.

On motion the bills were ordered paid by the following vote:- ayes. Beanston, Beatty, Bull, Cosgrave, Day, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, (11) declined & vote Healy, Taussig (2).

The Secretary presented the bill of W. M. Weil for $35.80 which was ordered paid by the following vote:- aye. Beanston, Beatty, Bull, Cosgrave, Day, Healy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, (12) declined & vote- Taussig (1).

A report from the Last Library Committee was read, recommending the purchase of books amounting to $1061.95. The recommendation was adopted by the following vote:- ayes, Beanston, Beatty, Bull, Cosgrave, Day, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis. (11) Noes Healy (1) Declined & vote Taussig (1)

The Librarian presented the following names as having joined the Institute all of whom were on motion approved.

New Members.

T. E. Creighton	Leo. Alexander	Theo. F. Sredge
Miss Florence Townsend	Robt Ross Makin	W. P. Eichbaum
Mrs. Sig. Simon	J. A. Bartlett	D. J. Macdonald
Wm. G. Morgan	Miss Edith Fredericks	A. L. McLeod
Miss Florence E. Maguire	E. C. Baer	J. W. Gadone
Mrs. Anna M. Convey	Mrs. Martha E. Hallidie	Geo. H. Yost
Ernest Dunstall	Kennerly Byrnan	A. R. Brandon
Mrs. L. A. Deane	P. J. Mussel,	T. E. Jones

Librarian Recommends

The Librarian made the following Recommendations

Book signs

1. That signs be placed over the book cases throughout the Library, indicating the subjects of the books contained in them, not more than 200 needed. Cost estimated at $22.50 per 100.

Plan of floors

2. That a plan of the first and second floors of the Library, showing the distribution of the classification be placed in a conspicuous position in the Library.

Notice Board

3. That a large notice board be provided for posting lists of books and other information for the members on the first floor of the Library.

The recommendations were referred to the Library Committee with power by the following vote:- ayes, Beanston, Beatty, Bull, Cosgrave, Day, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis (11) Declined & vote, Healy, Taussig (2)

Healy complains new books kept out

A letter was read from P. J. Healy calling attention to some evidence alleged to show evidence that new books are kept from legitimate circulation in the Library, and asking an investigation of the case alleged. Referred to Library Committee.

Silver Suit Compromised

The Secretary stated that W. B. Silver had offered to compromise his suit against the Institute for $3000. and that Mr. M. McEnerney the Institutes attorney had advised against accepting the offer. Referred to Finance Committee

Installation Com.

The Secretary stated that at the Last Institute annual meeting, Mr. David Kerr

of the Committee on Installation was not present and that the Chair had appointed Mr. George Cumming to act in his place, the action of the Chair was ratified.

On motion the thanks of the Board were extended to the Committee on Installation for their services.

Printing and Report.

On motion the matter of printing the Institute Annual Report was referred to the Printing and Advertising Committee.

New Building Committee" ref p 382.

Mr. Wagoner offered the following resolution,

"Resolved, that the President appoint a special committee of five to be known as the **New Building Committee** for the purpose of examining into the question of a new Library building and a site for the same."

The resolution was adopted by the following vote.—Ayes, Beanston, Beatty, Bull, Cosgrave, Day, Mead, Spaulding, von Geldern, Wagoner, (9) Noes, Healy, Neal, Wallis (3) declined to vote—Taussig (1).

Liby Bulletin Ord. com'te re Labour Printing.

Mr. Beanston offered the following which was adopted.

Resolution re Library Bulletin.

San Francisco March 19, 1901.

Whereas Recently this Board has received one or more communications from printers offering to print our monthly Bulletin free of charge to us, with an understanding that they should have the contract of certain advertising therein; and whereas no definite action has been taken in this matter, but it is deemed advisable that the matter should be carefully looked into;

Therefore, Be It Resolved, that the Committee on Printing be and is hereby requested to consider this subject with a view to ascertaining if some such plan can be put into operation, with a suggestion that the matter be reported upon to this Board at an early date.

Leo Beanston.

Trustees Cards ordered

On motion of Mr. Neal, the Printing and Advertising Committee was authorized to have cards printed containing names of Trustees and list of Committees by the following vote.—ayes, Beanston, Beatty, Bull, Cosgrave, Day, Healy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, (12) declined to vote. Taussig (1).

Wallis's portrait.

Mr. Wallis stated that he understood that there was an oil painting of ex-President Wallis in existence and he moved the appointment of a Committee to consider the advisability of having a copy of it made for the Institute. The motion was carried.

Folsom St Rent to Unsworth

Mr. Wallis reported that the Folsom St Lot Committee had fixed the rent of the Folsom St lot at $1150 to the two universities for the coming foot-ball season.

Mr. Beatty proposed the following

Amendment proposed

Amendment to the By Laws.

S. F. March 19, 1901.

Board of Trustees, Mechanics Institute

I hereby give notice of an amendment to article 2 of the By Laws as follows:—

Amend Section one (1) of Article Two (2) as follows:—In Paragraph one (1) of Section one (1) strike out "Thirteen Standing Committees" and insert in its place "Fourteen Standing Committees".

In the order of Committees in said Section insert at number eight (8) "Judiciary Committee, and change the number of Committees 8 to 13 inclusive to numbers 9 to 14 respectively.

In the third paragraph of said section, first line, strike out "the first seven of the above named Committees and substitute in its place" the first eight of the above named Committees.

Insert a new Section in article Two (2) to be known as Section Nine (9) to read as follows.

"Section 9. Judiciary Committee. This Committee shall have charge and direction of all legal business of the Institute."

Change the numbers of Sections Nine (9) to Fifteen inclusive in said Article, to Sections Ten (10) to Sixteen (16) respectively.

W. A. Beatty.

The meeting then adjourned.

John Cumming
Secretary

James A. Cosgrave
Recording Secretary.

Apr 2, 1901.

San Francisco April 2nd 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Irving.

Present - Trustees - Beanston, Bull, Cosgrave, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis, Mr. President (12)

absent Trustees Batty, Say. (2)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report.

San Francisco Apr 2, 1901.

Board of Trustees of the Mechanics Institute,

Gentlemen: - Your Finance Committee reports as follows: -

There is Cash on hand tonight	$2138.88
We present bills amounting to	2129.50

and recommend that they be paid.

Silvey Suit Compromised

In regard to the proposition of W.B. Silver to settle his lawsuit against the Institute, we would state that Mr. Silver sues for alleged breach of contract made with him by the Institute to exhibit certain Filipino curios of his at the Mechanics Institute Fair of '99,

Mr. Silver sues for actual damages for about $1360 and consequential $10000 making total $11360. He has offered to compromise for $3000.

Mr. W. C. Sweeney, our attorney in the suit, advises on making an offer of settlement with Mr. Silver for $1000 and he states that he would not advise us to pay any more than that amount.

Your Committee recommends that Mr. Silver be offered $1000 in full settlement of his claim against the Institute, and we further recommend that if he accepts this offer your Committee be authorized to pay the same at once.

Respectfully

L.R. Mead,
Alpheus Bull
Geo. H. Wallis,
Finance Com.

Bills Paid.

Pay Roll $1008.00

Teggart, T. J.	25	26
Hicks Judd Co.	485	33
Jno. J. Newbegin.	52	10
John Meddleton	74	08
C.A. Murdock & Co.	15	75
Goodyear Rubber Co.	1	95
P. Van Pelt.	50	
Central Lumber Mill Co.	7	50
J. A. Brownlee	1	
A. W. Stott.	12	
A. Serensky	5	85
Holbrook, Merrill & Stetson	14	88
U.S. Fidelity Guaranty Co.	8	50
A. Zellerbach & Sons.	2	25
A. Rulfs	15	50
Le Count Bros.	6	50
Robinson & Gillespie	11	30
	61	50
W. Eisner	23	
A. C. McClurg & Co.	3	
Univ. & Pac. Gas Gov. Co	3	
Merc T. & L. Co	41	40
Spring Valley W. Wks.	102	95
Pac. Gas Imp. Co	5	50
Western L. & [illegible] Co.	11	40
W. W. Montague & Co.	2129	50

Apr 2, 1901.

The recommendation to pay the bills was adopted by the following vote:- Ayes, Beanston, Bull, Cosgrave, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis. (10) Declined to vote Mr. Healy (1) Mr. President not voting, Noes none.

Mr. Say entered

The recommendation to settle the Silvey suit was adopted by the following vote:- Ayes, Beanston, Bull, Cosgrave, Say, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis, (12) Noes none. Mr. President not voting.

The Library Committee recommended for purchase books amounting to $463.55

The recommendation was adopted by the following vote:- Ayes. Beanston, Bull, Cosgrave, Say, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis (11) Declined to vote - Healy (1) Noes none. Mr. President not voting.

The Library Committee presented the following report which was considered seriatim and the entire report and its recommendations were adopted.

San Francisco Cal. Apr 2, 1901.

Library Com.

Board of Trustees of the Mechanics Institute,

Elec lights

Gentlemen:- Your Library Committee begs to report as follows,

1st. As the present method of lighting is injurious to the books we respectfully recommend that the Building and Repairs Committee be instructed to investigate the cost of wiring the Library Building for electric lighting, and also the cost of the lighting.

Magazines to 2nd floor

2nd. In order to make the magazines more accessible to our members, we recommend that the magazines now in the reading room on the 3rd floor, be moved to the 2nd floor and improved racks be purchased to accomodate them.

Insurance on books at bindery

3rd. We recommend that an Insurance policy to the amount of $500 be taken out to protect the Institute against loss by fire that may occur at the bindery to our books.

Healy's Complaint frivolous.

In regard to the complaint and request for investigation by Trustee J. Healy concerning the copy of Morley's "Cromwell" which he alleges shows evidence of having been out of the Library contrary to our rules and showing favoritism on the part of employees, the committee reports as follows - the book was received into the Library December 15th 1900. The stamp bearing this date was placed upon it about two weeks thereafter, or about the time its purchase was ordered by the committee. Probably ten days more were required before it was ready to be placed in circulation; that is, about Jan 5, 1901, when it had attached to it the ordinary one week's slip, of which the book still bears evidence. This slip was detached and destroyed as is the usual custom after 60 days and a two week slip placed in the book. This was about March 4th the date referred to in the complaint. There is positively no evidence whatever of irregularity or favoritism in the matter of handing this book. Your Committee deems this complaint frivolous and would give it no attention were it not that we deem it best for the information of the new members of this board to give the facts in this particular case.

L.J. Taussig
Geo Beanston Library Committee

Com on Wallis' portrait

The Secretary reported that Vice President Taussig, during the absence of President Irving had appointed Trustees Mr. Wallis, Mead and Beanston, in accordance

Apr 2, 1901,

with motion passed at meeting of Mch 19th last as Committee to investigate the matter of obtaining portrait of A.S. Hallidie.

The Librarian presented his report for the month of March which was received and the following names mentioned therein as having joined the Institute were on motion approved.

New Members.

Emil S. Saalburg	J.M. Miller	R.T. Rolph
Geo H. Larkin	Bruce Winston	Robt C. Oliphant
Mrs E.D. Winslow	Wm H. Day	R.E. McCullough
Mrs F.L. Miner	Robt A. Hill	H.T. Hoelscher
H.A. Cookson	Snell Langstroth	E.C. Matte
Chas. Rosenberg	Fisher Ames	Jno S. Hogan
J.H. Faraday	Chas E. Kilbourne Jr.	Mrs Jno S. Tallant
	Edwin G. Bryant	

Badger resigns

The Librarian reported that Clarence Badger, Library Assistant, had resigned to take effect at the end of the present month. The resignation was accepted.

Philatelic Bequest

The Librarian presented a letter signed by a number of members of the Philatelic Society, stating that the Philatelic Library of the late Louis K. Tiffany of St. Louis had been bequeathed to any public library agreeing to certain conditions in regard to maintaining it, the signers of the letter agreeing to maintain the Library if the Institute would accept it, and asking the Institute to make application for the Library.

Mr Taussig for the Library Committee presented the following, which was adopted.

Resolved that the Library Committee be and hereby is instructed to confer with a committee of the Philatelic Society, an affiliated association of this Institute, for the purpose of inquiring into the provisions of the will of the late Louis K. Tiffany of St Louis, relating to the disposition of his Philatelic Library — and report to this Board.

The Secretary presented his report for the month of March which was received and ordered spread on the minutes.

San Francisco Apr 2, 1901.

Board of Trustees of the Mechanics Institute.

Gentlemen:- I submit herewith financial statement for March 1901.

Mch 1, 1901.	Cash on Hand		$1039.17
	Receipts		
Library — Sales		$221.850	
Entrance Fees		46.	
Books		81.05	
Cases		4.90	
Library Bulletin		3.05	
Donation		10	
Sale old papers		.50	
Mutual Savings Bk		3.25	269.060

Apr 2, 1901.

Pavilion	Hayes & Clements	$347.50	for 269.60	$1039.17
	Pavilion "	1310.		
	Damage	3.80		
	Gas	147.95		
	Lighting	39.		
	Water	20.		
	Telephone	9.50	$ 1881.75	$ 4572.35
	Scavenger	4		$ 5611.52

Expenditures

Library	Books	$ 857.83		
	" Lick Fund	104.		
	Binding	38.16		
	Periodicals	25.47		
	Salary Cash 60	62.		
	Expense	150.45		
	Fuel	56.26		
	Furniture	19.25		
	Interest	102.67		
	Library Bulletin	52.80		
	Lighting	118.90		
	Printing	193.95		
	Salaries Janitress	1.50		
	" Library	729.50	$ 2710.94	
Pavilion	Salary	40		
	Gas	33.70		
	Glazing	4.80		
	Telephone	16.55	125.05	
Folsom St.	Interest	1000.		
	Insurance	50.		
	Repairs	107.55	1157.55	$ 3993.54
Apr 1, 1901	Cash on Hand			1617.98

Summary.

		Receipts	Net Expenditures
Library	Receipts	$ 2690.60	
	Expenditures	2710.94	$ 20.34
Pavilion	Receipts	$ 1881.75	
	Expenditures	125.05	$ 1756.70
Folsom St.	Expenditures		1157.55
	Increase in Cash		578.81
		$ 1756.70	$ 1756.70

The statements of bills is as follows

	Luby Gen.	Luby Books	Pavilion	Folsom	Totals
Unpd Mch 1.	$ 2072.83	4048.03	239.14	1174.50	$ 7534.50
Contracted in Mch	1310.21	1600.56	430.10	500.	3840.87
	3383.04	5648.59	669.24	1674.50	$ 11375.37
Pd in Mch.	1635.48	1075.46	125.05	1157.55	3993.54
Unpd Apr 1	$ 1747.56	4573.13	544.19	$ 516.95	$ 7381.83

Respectfully

Jos M Cummings
Secty

Apr 2, 1901.

Letters Read.

Teggart asks raise. From J. Teggart Librarian asking an increase in salary. Referred to Library Com.

Boys Club rent. From Columbia Park Boys Club asking for reduction of rate for rent of Pavilion for balls proposed to be held by them. Referred to Pavilion Com. with power.

Harvard exams. From J. Symmes asking permission for Harvard entrance examinations to be held in the Library Building. Request granted

Sala asks for dup medals. From J. C. Sala asking the Board to sell to him old medals to be used to replace medals awarded John Roach at Mechanics Institute Fairs, originals having been destroyed Referred to Management Committee.

Healy suggests investigation From D. J. Healy suggesting the appointment of a Committee to investigate the internal management of the Library and suggesting changes in the Library Staff. Laid on the table.

Folsom St Rent From Reno Hutchinson Manager U.C. Football team offering $1050 per season for rent of Folsom St Lot for two seasons. Referred to Folsom St Lot Committee

Bleachers Folsom St From D. R. McNeils calling attention to the condition of the old bleacher stands at the Folsom St Grounds. Referred to Folsom St Lot Committee.

The amendment to the By-Laws offered at the last meeting by Trustee Beatty was laid over - Mr Beatty being absent.

Pav Rates The Secretary stated that the Committee on Reception to President McKinley might want the Pavilion the forenoon of May 14th and California Commandery of Knights Templar wanted it the afternoon of May 14th the matter of fixing rent for both of these events was referred to the Pavilion Committee with power.

Hibernians The Secretary stated that the Ancient Order of Hibernians wished to obtain a lease of the Pavilion for next St. Patricks Day and wanted to make a deposit now. Referred to Pavilion Committee

Lease to 20th Cent Club The Secretary presented form of a lease to the 20th Century Athletic Club for the Pavilion which had been drawn by the last Pavilion Committee but had since had some changes suggested. The matter of settling the terms of the lease and concluding same was referred to the Pavilion Committee with power.

New Building Com. appointed The President announced the appointment in conformity with motion adopted Mch 19, 1901 of the following New Building Committee — Trustees Wagoner, Taussig, Gelderen, Wallis & Mead.

The meeting then adjourned

J. M. Cunning Secretary

James K. Wagner
Recording Secretary

Apr 16th 1901.

San Francisco April 16th 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Deering.

Present - Trustees Beaston, Cosgrave, Healy, Mead, Neal, Spaulding, Taussig, von Gelderen, Wagoner, Wallis, Mr President (9) absent Trustee Beatty, Rule 9 day (3).

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report.

San Francisco April 16, 1901.

Board of Trustees Mechanics' Institute.

Gentlemen:— your Finance Committee reports as follows:-

Silver suit compromised First:- In the matter of the suit of A. B. Silver vs the Mechanics' Institute, which your Committee was authorized at the last meeting to settle for $1000, we have settled same for $750 and received proper release from Mr. Silver.

1st Nat Bk reduces interest Second:- The 1st National Bank has been seen and the rate of interest on note to them, reduced from 6 to 5 per cent per annum.

Third:- We present bills tonight, including ours amounting to $4520.91 and recommend that they be paid.

Fourth:- There is cash on hand tonight $183.36, and we recommend that $4000 be borrowed, and we present resolution to that effect.

Respectfully

L. R. Mead
G. H. Wallis
Finance Committee

The action of the Committee in having in interest reduced and settling the Silver claim was approved with the thanks of the Board.

A letter was read from Mr. M. C. Enright attorney for the Institute in the Silver case, stating that he had obtained the proper release from Mr. Silver.

The recommendation to pay the bills was adopted by the following vote:- Ayes, Beaston, Cosgrave, Mead, Neal, Spaulding, Taussig, von Gelderen, Wagoner, Wallis (9) Noes None Declined to vote Mr Healy (1) Not voting. Mr President (1)

List of Bills.

Taxes,		2903	90
Jos. M. Cunning,		110	80
Spring Valley W. W'ks.,	4	40	40
Buchanan Bros.,		~~41~~	-
Bent & Meyerderks,		6	
Pac. Gas Imp. Co.,		61	50
University of Cal.,		500	
Cunningham Curtes & Welch,		1	87
Valleau & Peterson,		26	25
S. F. News Co.,		792	10
W. M. Weil,		7	30
Bulletin,		18	
Chronicle,		15	65
The Call,		11	70
Abend Post		1	95
The Guide,		1	50
Post,		8	40
Examiner,		11	70
		$4520	91

April 16/1901.

The Finance Committee presented the following.

San Francisco April 16 1901.

4000 borrowed

Resolved:- That the President and Recording Secretary of this Corporation, the Mechanics' Institute, be and they are, hereby authorized and empowered to borrow of the 1st National Bank of San Francisco Cal, a sum not exceed Four thousand dollars at such rate of interest as they may deem expedient, and that the President and the Secretary be and they are hereby authorized and empowered to make and deliver to the lender, the promissory notes of this Corporation for such sums as may be required.

The resolution was adopted by the following vote:- ayes, Beaneton, Cosgrave, Mead, Neal, Spaulding, Tarrie, von Geldern, Wagoner, Wallis (9) declined to vote Muskedy (1) Noes none. (0) Mr President not voting.

The Library Committee recommended the purchase of books amounting to $436 70/100. The recommendation was adopted by the following vote:- ayes, Beaneton, Cosgrave, Mead, Neal, Spaulding, Tarrie, von Geldern, Wagoner, Wallis (9) declined to vote Healy (1) Noes none (0) Mr President- Not voting.

Liby Com re Consolidation with Mercantile

The Library Committee presented a report stating that it had interviewed Mr. Newhall, President of the Mercantile Library in regard to the union of the Institute and the Mercantile Library. The report stated that the Mercantile Trustees favored consolidation subject to the approval of their members, and, provided satisfactory arrangements could be made.

The report was submitted for discussion, asking instructions as to further conference and recommending 1st that inquiry be made in regard to necessary legal steps, and 2nd that the Finance Committee be authorized to investigate the financial affairs of the Mercantile when invited to do so by its Trustees.

Discussion of the report laid over to new business.

The Printing and Advertising Committee presented the following Report in regard to the

Liby Bulletin.

Library Bulletin

San Fran 16, 1901.

Scheme to publish on new plan.

Board of Directors, Mechanics Institute.

Gentlemen:- ~~In the matter of the consolidation of the Mechanics Institute~~ your printing committee has investigated the printing and publishing of the Monthly Bulletin and beg leave to report as follows:- We have had an offer from a reputable solicitor in San Francisco to take charge of this publication, provided it is published under the auspices of the Mechanics Institute. He is willing to put enough ads into it to cover the expenses of publishing it each month before he participates in any of the profits. After enough advertising has been secured to pay for the publishing each month, he is to take seventy five percent and the Institute to receive twenty five per cent of the gross amount over and above the original cost of production.

April 16, 1901.

If this offer is accepted it will be necessary to put a cover on the Bulletin enlarge it to fourteen or sixteen pages and print the front page in two colors.

We think with the right kind of management the Bulletin can be made to pay something over and above the running expenses, and would recommend that the Board accept this offer.

James K Cosgrave.
J. G. Spaulding.
Otto von Geldern,
Printing and Ad. Com.

The recommendation was adopted and referred to the Committee with instructions to carry out its provisions.

The Pavilion Committee presented the following Report.

San Francisco April 16th 1901.

Board of Trustees Mechanics Institute

Gentlemen:- Your Pavilion Committee reports as follows:- We have fixed rents referred to us with power as follows:-

California Commandery Knights Templar - afternoon of May 14th — $50
Com on reception to Pres. McKinley, forenoon of May 14th — $25.
Columbia Park Boys Club 2 night drills — $150.
with understanding that if they receive enough to pay their expenses the rent to be $200.

The Case of the 20th Century Athletic Club has not yet been finally agreed upon.

Hibernians

In regard to the request of the Ancient Order of Hibernians to get an option on the Pavilion for March 17th next, we recommend that they be given the first right to hold a St Patricks day celebration on that date with the understanding that the Institute reserves the right to cancel same, provided any opportunity arises for renting the Pavilion for any term longer than one day and covering that date.

Respectfully
Luther Wagoner, Chairman.
Robt W Neal.
L. R. Mead.
Pavilion Committee.

The recommendation in regard to rental March 17th next was adopted.

Folsom St bleachers to come down

The Folsom St Lot Committee presented the following report and recommendation. The recommendation was adopted

S. F. April 16, 1901.

Board of Trustees, Mechanics Institute

Gentlemen:- Your Folsom St Lot Committee reports as follows:- The old bleacher stand on the 16th St. side of the grounds is unsafe and

April 16th 1901.

should be torn down. The lumber in this stand belongs to the Market St. Railway Co. and under our agreement with them, if we notify them that we desire to abandon their property, they are required to remove it.

We recommend that the Market St. Railway Co. be notified to remove the said bleacher stands from the grounds.

Respectfully Geo H Wallis
Geo Beanston
Folsom St Lot Com.

Sala gets dup medals.

The request of J C Sala to obtain from the Institute duplicates of medals awarded John Roach, referred at the last meeting to the management Committee was taken up and on motion of Mr. Wagoner, Mr Sala's request was granted.

The Librarian presented the following names as having joined the Institute all of whom were on motion approved.

New Members.

Geo A Carter	Mrs F A Randolph	Geo T Walter
M A Martin	Mrs N Sonnichsen	T E Selling
N R Johnson	Mrs W F Whitelaw	Jno J Mitchell
Thos F McGrath	Jno Partridge	Lewis Tasheira
A Johnson	N A Noble	Mrs E L Moore
J P Brownlee	W H McBryde	Frank B Sharpe
Warren Egbert	A S Howe	Andrew Ross
E A Hubbard	A Eichhorn	Malcolm McLean
W H Farrar	A Heinisch	Geo H Francoeur
J B McMath	E Abramson	C N Sims
F W Ellsworth	O. Rosenstein	

Letters Read.

Epworth League

From F M Greenwood, Chairman of Hall Committee of the Epworth League Convention of next July, asking Pavilion for Convention. Referred to Pavilion Com.

Kennel Club

From S. F. Kennel Club asking reduction in rent of Pavilion for Bench show next month. Referred to Pavilion Committee.

Equitable Gas for Pavilion

From Equitable Gaslight Co. offering to supply gas to Pavilion for $1.00 per 1000 cubic feet. Referred to Machinery Committee.

The amendment to the By Laws offered by Trustee Beatty at meeting of March 19th was laid over, Mr Beatty being absent.

Annex to Boyle's

The Secretary stated that parties wished to rent the Pavilion annex for an amateur athletic Club for the rest of this year and wished to know the rent. Referred to Pavilion Committee with power.

April 16th 1901.

Folsom St Lease

The Secretary read proposed lease of Folsom St Lot to the Universities for football. The terms were discussed and the lease was referred back to the Folsom St Lot Committee and the proper officers were authorized to execute the lease when drawn up satisfactorily to the Folsom St Lot Committee.

Mr. Mead withdrew.

Consolidation with Mercantile favored.

The report of the Library Committee presented in the early part of the evening on consolidation with the Mercantile Library was then discussed.

Mr. Wagoner moved that it is the sense of the Trustees that a union of the two Libraries is desirable under favorable conditions.

The motion was carried unanimously.

Mr. Wagoner moved that the report be referred back to the Committee for further investigation. The motion was carried (See Sec 3/01, this book p 233)

Mr Cosgrave withdrew.

Duties of Coms on Inst. Prop and on New Bldg.

The Board then discussed New Library Building and the disposition of the Institute Properties.

McHealy moved that the New Building Committee and the Special Committee on Institute Properties be each instructed to bring in a written report at the next meeting as to what each committee considers its duties to be and what it has done in the premises.

Mr. Wagoner moved to lay the motion on the table. Motion lost.

McHealy's motion was adopted by the following vote:— ayes, Healy, Neal, Spaulding, Tawney, Wallis (5) Noes, Beanston, von Geldern, Wagoner (3) The President not voting.

There meeting then adjourned.

Jos M Cumming
Secretary

James A Cosgrave
Recording Secretary

April 23/01

Special to consider New Bldg, Exposition & disposition of properties

Special Meeting

San Francisco, April 23rd 1901.

Special Meeting of the Board of Trustees of the Mechanics' Institute called to order by President Irving in the Mechanics' Institute Library Building tonight at 8 o'clock.

Present - Trustees - Beaneton, Cosgrave, Healy, Mead, Neal, von Geldern, Wagoner, Wallis, Mr President (9) absent Trustees Beatty, Bull, Day, Spaulding, Taussig (5)

The President stated that he had called the meeting for the following purposes

To consider the matter of holding an Industrial Exposition,
To consider the matter of a New Library Building,
To consider the disposition of the Institute Properties,

Oil Fair

The President stated that he had been considering the matter of the Institute holding an Exposition at which the chief feature was to be an exhibition of the Oil industry of the State and that he had held a preliminary conversation with the Fire Marshall in regard to it.

The Board then held a lengthy discussion on the matter of a New Library Building and the sale of the Institute properties.

Mr Cosgrave moved to adjourn the motion was lost.

President to get opinions of members

Mr. Wagoner presentes the following -

Whereas, This Board belives that it is for the best interests of the Mechanics' Institute to sell the Pavilion Lot and the Folsom St. Lot for the purpose of realizing the necessary funds with which to erect a proper Library Building; therefore be it

Resolved, That the President of this Board be authorized to ascertain from the members of the Institute their views on the subject of such sale, by the use of return postal cards or otherwise in his discretion.

The resolution was adopted by the following vote:- ayes, Beaneton, Cosgrave, Mead, von Geldern, Wagoner, Wallis, Mr President (7) Noes, Healy, Neal (2).

The meeting then adjourned.

Jas W Winning
Secretary

James K. Cosgrave
Recording Secretary

May 7/01.

San Francisco May 7th 1901,

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Irving:- Present- Trustees, Beaneton, Cosgrave, Day, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Mr President (11) absent- Trustees Beatty, Bull, Wallis, (3).

The regular order of business was suspended and the meeting was addressed by Messrs Tacy and Pabst of the Equitable Gas Co. stating that they were ready to supply the Pavilion with gas for $1.00 per 1000 cubic feet. after addressing the meeting they withdrew.

The minutes of the regular meeting of april 16th and the special meeting of april 23rd were read and approved.

The Finance Committee presented the following report,

San Francisco May 7. 1901.

Board of Trustees of the Mechanics Institute;-

Gentlemen;- Your Finance Committee reports as follows.

There is cash on hand tonight amounting to $2143.52

We present bills amounting to 227.5.22

and recommend that they be paid.

Assessment

We present herewith letter from the City and Assessor in regard to assessment on Institute Property. This letter does not allude to assessment on personal property of the Institute and we have returned same to the assessor at $5000 instead of $10000 as assessed last year.

Respectfully

L. R. Neal
Asphens Bull Finance Com.

The letter from the Assessor referred to was read. The bills were ordered paid by the following vote:- Ayes, Beaneton, Cosgrave, Day, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner (9) Noes 0. declined to vote Healy, Mr President, not voting.

List of Bills.

Pay Roll	1009.50	Forwarded,	$ 1128.24
J Sheppard	25.50	Henry Ernst	31.80
C Wencey	10.	Lewis & Hitchner	550.21
F H Merrill	9.	Rev Isaac Adams	2.
Zellerbach & Son	13.05	Jas Monahan & Co.	4.50
Cunningham Curtis & Welch	11.80	Paige Upham & Co	460.07
Doat Bros	7.84	Syndicate Co.	46.50
Cone Cut Co	18.50	Packard Press	3.50
Jas Hyers	1.05	D. J. Brownell	.70
Phelps Bros	11.50	Gas at Pavilion	36.
Barrow & Bros & Co	10.50	Evening Star Press	3.50
Forwarded	1.128.24	Jas F Wheeler & Co.	8.
			227.5.22

May 7/01.

The Building and Repairs Committee presented the following report.

San Francisco May 7, 1901.

Railing in Galleries

Board of Trustees Mechanics' Institute,

Gentlemen:- Your Building and Repairs Com. reports as follows.

We recommend that in the galleries in the two front rooms on the second floor a suitable railing be placed, midway between the floor of the gallery and the present top railing on the outside edge of the galleries. The space now between the top railing and the floor of the gallery is so wide that it is possible that parties stooping down to look at books on the bottom shelves might, if moving backwards, fall through & the floor of the room.

In the matter of electric lights for the building, the Committee requests further time.

Hinged windows

We recommend that the top sashes of the 2nd floor windows on Post St. be hinged & swing in & facilitate cleaning.

Respectfully
Alpheus Bull
Luther Wagoner
Geo F. Day, Building & Repairs Committee.

The report and its recommendations were adopted.

The Library Committee recommended for purchase Books amounting to $154.75. The recommendation was adopted by the following vote:- ayes, Brandon, Cosgrave, Day, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner & Wolfe. Noes, None. Excused, Boalt, Mulkey, and President, not voting.

Men to work on new ledger

Mr. Taussig moved that the Secretary be authorized to employ a man for a week to finish the work of transferring the names & the new members ledger. The motion was adopted by the following vote:- ayes, Brandon, Cosgrave, Day, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner & Wolfe. Noes, None. Mr. President, Not voting.

Bids Annual Reports

The Printing and Advertising Committee reported the following bids for the printing the Institute Annual Report.

W. H. Brunt	$1.60 per page
Sunset Press	1.45 " "
Valleau Peterson	1.40 " "
Myrell Rollins Co	1.25 " "

On the Committee's recommendation the bid was awarded the Myrell Rollins Co.

The Pavilion Committee presented the following report which was adopted.

San Francisco May 7, 1901.

Board of Trustees Mechanics' Institute,-

Gentlemen:- Your Pavilion Committee reports as follows:- In the matter of the rent of the Pavilion annex referred to the Committee with power, we have leased the same to Chas. Leonhardt Jr. from May 1 to Jan 1 next for an Amateur Athletic Club for $75 per month, the lease to be cancelled in case the Institute sells or leases the property or wishes to use it

May 7/01.

for purposes of a fair.

In regard to the application of the San Francisco Kennell Club to have their rent reduced, we recommend against any reduction. We have so notified the Kennell Club of this decision and they have paid the rent of the building.

Epworth League

In regard to the rent of the Pavilion by the Epworth League next July, we recommend that the same be given them for $600. This is the same amount charged the Christian Endeavor Convention in 1894.

Respectfully
Luther Wagoner
Robt W. Neal
L R Mead Pavilion Committee.

Lease to 20th Cent Club

The Secretary presented a copy of lease of the Pavilion to the 20th Century Club and on motion the President and Secretary were authorized to sign the lease when it was drawn to the satisfaction of the Pavilion Committee.

The Machinery Committee were given further time to report on the proposition of the Equitable Gas Co. to supply gas to the Pavilion.

Com on Institute Properties discharged.

The Special Committee on Institute Properties presented a report, stating that in view of the fact that the Board had considered the matter of the disposition of the Properties and that the President had been authorized to obtain the views of the Institute members on the same, it would be better to leave the matter open to the fullest action of the Board later and the Committee requested to be discharged.

The report was received and placed on file and the Committee discharged.

Presidents Postal

The President stated that in accordance with the instructions of the special meeting of April 23rd last he had sent out return postal cards reading as follows.

Face of this addressed to members

To the Members of the Mechanics' Institute:

Our wealth is impoverishing us. We are land poor. We own about $1,000,000 worth of property. We owe $126,000. Our property is non-productive while our indebtedness is actively at work on our vitals. We have retrenched till our members have complained of lack of books and poor surroundings. Are you in favor of disposing of the non-productive properties and investing a part of the proceeds in a modern Library and Office Building which will not only furnish a suitable home for our Library but also produce an income? Answer promptly on return postal card.

S. C. IRVING,
President Mechanics' Institute.

April 26th, 1901.

Face of the address to S C Irving 3 Post.

1. Are you in favor of selling the Pavilion Block? _____
2. Are you in favor of selling the Folsom St. property? _____
3. Are you in favor of building an Office and Library Building on the Post Street site? _____
4. Are you in favor of building an Office and Library Building on some other site? _____

Signed _____
Member Mechanics' Institute.

May 7/01.

Replies to Postals.

The President stated that he would make a final report on the replies at the next meeting of the Board, and that up to the time of the meeting replies had been received as follows.

Total Replies 1498.

	yes.	no
Sell Pavilion	1179	276
" Portion of Pavilion	15	
" Folsom St	1428	47
Build on Post St.	1079.	
" Elsewhere	279.	
" on Pavilion lot	20.	
" " Post St or Elsewhere	52.	
No New Building	31.	
Improve Present Library Building	8.	
Referred to Trustees	8.	
Lease to City	1	
Sell Pavilion for $800,000	1.	
Buy 20 ft on Post St. & Build adjoining	1	
Sell Pavilion in 5 yrs	1.	
New Building in 5 yrs	1	
Sell out and wind up Library Mechanics	1	
Rent upper floor of Mech Building and sublet	1.	

The Librarian presented his report for the month of April which was received and the following names mentioned therein as having joined the Institute were approved

New Members.

Henry Gallaghen	E.H. Rollins	Jas J. Archibald
Jas P. Booth	David M. Stevens	L.F. Bunker
Hermann Behr	Geo W. Crum	Miss Maud Thompson
Marden Sanders	H.S. Judd	Jno Woodlock
M.S. Brown	Jno G. Wetmore	Fred Brinkman
Hobart C. Lewis	S. Guggenhime	A.M. Dollar
E.L. Goodman	Jno Cuilly	Geo L. Dillman.
C.G. Barlage	K. Tozawa	

Librarian

Pamphlet cases Thompson hired Vacations

The Librarian presented a report recommending
1st. That 100 pamphlet cases be purchased at 35¢ each.
2nd. That H.C. Thompson be employed as desk assistant in place of Mr Badger resigned.
3rd That the usual vacations for the staff be authorized.
The 1st recommendation was adopted by the following vote. Ayes, Blanchard, Cogswell, Day, Mead, Neal, Spaulding, Tarwig, von Geldern, Wagoner (9) Noes None, Declined to vote Healy (1) Mr President not voting.
Recommendations 2 and 3 were referred to the Library Committee with power.

The Secretary presented his report for the month of April which was received and ordered spread on the minutes.

May 7/01.

San Francisco May 7. 1901.

Board of Trustees Mechanic's Institute.—

Gentlemen:—I present herewith financial statement for April 1901.

1901 April 1— Cash on hand — $1617.98

Receipts.

Library	Dues	1604	
	Ent Fees	55	
	Books	81.	
	Miscellaneous	325.	
	Libry Bulletin	18.85	
	Expense Subscriptions	6.50	$ 2.090.35
Pavilion	Rent	440.	
	Hayes St Rent	408.50	
	Gas	35.70	
	Damage	2	
	Lighting	2.	
	Sale of old wood	2.80	891.00
Folsom St.			14.
Bills Payable		4000.	6995.85
			$ 8613.33

Expenditures.

Library	Binding	485.33	
	Books	78.10	
	Classes	60.	
	Expense	172.96	
	Fuel	74.08	
	~~Interest~~	~~210.10~~	
	Library Bulletin	26.25	
	Lighting	213.30	
	Periodicals	859.09	
	Printing & Stationery	77.25	
	Salaries	728.	
	Taxes	700.38	
	Water	41.40	$ 3516.14
Pavilion	Salary	70.	
	Labor	8	
	Repairs	16.85	
	Hayes St	59.	
	Gas	65.15	
	Water	19.05	
	Hayes St	14.40	
	Taxes	1798.08	
	supplies	11.35	
	scavenger	10.	2071.88
Folsom St	Interest	500	
	Taxes	405.44	
	Water	6.95	912.39
General acc	Interest		213.10
	salary		150.
	Profit & Loss		750.
			$ 7613.51
May 1. 1901	Cash on Hand		$ 999.82

Summary

		Receipts	Expenditures	% cent of Receipts	% cent of Expenditures
Library	Receipts	2090.35			
	Expenditures	3516.14			$ 1425.79
Pavilion	Receipts	891.			
	Expenditures	2071.88			1180.88
Folsom	Receipts	14			
	Expenditures	912.39			898.39
Genl acc					1113.10
Bills Payable			4000.		
Decrease in Cash			618.16		
			4618.16		$ 4618.16

Statement of Bills Unpaid

	Libry Gen	Books	Gas & Lighting	Folsom	Pavilion Contract
1901 April unpaid	1712.04	452.72	639.69	516.95	7393.40
Contracted in April	3154.47	648.04	2150.23	905.44	6858.18
	4866.51	5174.76	2789.92	1422.39	14253.58
Paid in April	3206.72	1422.52	2071.88	912.39	7613.51
Unpd May 1. 1901	1659.79	3752.24	718.04	510.	6640.07

Respectfully J.S.M. Cummings Secty.

May 7/01.

Letters Read.

From A M. Speck offering to sell a piece of property to the Institute. Referred to the New Building Committee.

From the Hayes Valley Improvement Club, notice of meeting. Secretary was authorized to attend

From J.A. Berghaus Jones asking for membership in exchange for medals awarded him and returned by him. Referred to Library Committee

Downer ask membership

From E.K Downer asking for membership and stating that he had furnished Institute with free copy of his paper and at the time of the Institute Lottery he had advocated the legislation necessary to secure the holding of Lottery. The Letter evidently confirming the Lottery once held by the Mercantile Library with the Institute, Mr. Beaston moved that the Secretary be ordered to act Mr. Downer's right in this matter and to state, with his permission the letter would be forwarded to the Mercantile Library.

Com. on Oil & Fair

Mr. Mead presented the following resolution.

Resolved, that a Committee be appointed to take into consideration the advisability of holding in the Pavilion during the Autumn months of this year and Oil and California Products Fair - with the proviso that this Institute shall contribute nothing to the expense of this exhibit beyond the rental of the Pavilion - and shall participate in any profits that may arise therefrom, — and report to this Board.

Mr. Neal moved that the Management Committee be substituted for the Special Committee in the resolution. The motion was lost.

Mr. Mead's motion was carried.

The Chair appointed as the Committee, Trustees Mead, Spaulding, Neal.

Beatty's absence

The absence of Trustee Beatty from three successive regular meeting of the Board was discussed and the bearing of Section 10 of article 11 of the Constitution on the matter considered.

On motion the matter of Trustee Beatty's absence was referred to the President for investigation.

The Secretary stated that a proposition had been received to rent the Pavilion Art Gallery. Referred to Pavilion Committee.

The matter of making a change in the date already made to the Columbia Park Boys Club for one night at the Pavilion was referred to the Pavilion Committee with power.

The meeting then adjourned

J.W. Fleming
Secretary

James L. Cosgrave
Recording Secretary

May 21/01.

San Francisco May 21. 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Irving.

Present Trustees Beaston, Bull, Cosgrave, Day, Healy, Mead, Neal, Spaulding, Tawzig, Wagoner, Mr. President (9) absent, Trustees, Beatty, von Geldern Walles.

the minutes of the previous meeting were read and approved.

The Library Committee recommended for purchase books amounting to $213.00 the recommendation was adopted by the following vote. - ayes, Beaston, Bull, Cosgrave, Day, Mead, Neal, Spaulding, Tawzig, Wagoner (9) noes None. Declined to vote Healy (1) Mr. President not voting.

Wood resigns

The Library Committee presented the following letters and report.

1st Letter from J.H Wood asst Librarian resigning his position under May 21. 01.

2nd " " F.J Teggart Librarian to Library Com. dated May 9 announcing Mr. Wood's resignation and suggesting that immediate steps be taken to fill vacancy

Mayers & Rowell

3rd Letter from F.J Teggart Librarian to Library Committee stating that Mr. Mayer and Mr. Rowell would accept positions on terms offered.

attached to the letters was the following Report.

San Francisco May 21. 01.

Lib'y Com reports on above von Woolcock & Thompson

Board of Trustees Mechanics Institute

Gentlemen. — Your Library Committee beg to report that on Thursday, May 9/01 Mr. J.H Wood resigned his position in the Library and accepted a situation elsewhere at once. Immediate action was necessary on our part. After carefully considering the recommendation of the Librarian and in order to make necessary improvement in the desk service, the situations of desk assistants were offered to Mr. A. Rowell, at present assistant in the Library of the U. C. and to Mr. Geo H Mayer, now salesman with A.M. Robertson, each at a salary of $60 per month, with the promise of an increase in salary should circumstances warrant it.

Both accepted, Mr. Rowell's appointment to take effect July 1st and that of Mr. Mayer on June 1, subject to the approval of the Board.

We further recommend that Mr. W.H Woolcock's salary be increased to $60 per month and that H.C. Thompson be employed as an assistant at a salary of $30 per month.

The changes suggested will increase the salary account for the present $15 per month.

We strongly favor these changes upon the earnest recommendation of our Librarian upon whom the success of the Library must mainly depend.

Respectfully Submitted

R Tawzig
Geo Beaston Library Committee.

The resignation of Mr. Wood, was on motion accepted.

On motion of Mr. Neal, the report of the Library Committee was received and adopted.

May 21/01.

Rate to Best Rifles

The Pavilion Committee reported recommending that the Art Gallery be rented to the British American Rifles for $50 per month they to give up occupancy if the property was sold or leased or needed for a Fair.
The recommendation was adopted.

Equitable Gas to be put in Pavilion

The Machinery Committee reported on the proposition of the Equitable Gas Light Co. to supply the Pavilion with gas at $1.00 per thousand cubic feet recommending that the Equitables proposition be accepted. The recommendation was adopted.

Replies to President's Postal.

The President reported having received replies as follows to the return postal sent out (see copy of postal page 391 of these minutes

Replies to Postal

Total Replies Received — 1621.

	yes	no
Sell Pavilion	1275	296
Sell Folsom St Lot	1545	50
Sell Portion of Pavilion	18	
Build on Pavilion	23.	
New Building on Post St Lots	1173.	
New Building Elsewhere	292.	
New Building on Post St or elsewhere	55.	
No New Building	32.	
Referred to Board of Trustees	9.	
Improve Present Post St Building	8.	
Various Ideas	8.	

Pres to get bids for property

On motion the President was instructed to invite bids for the sale of the Pavilion and Folsom St. Lots.

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

New Members.

Wm F. Schultz	Chas. F. Egan	A B Dodd.
C.M. Waage	Frank J. Browne	Alex M. Vickery
F. Lurier	Mrs. C.L. Ford	Geo H. Kenrick
Jno Stauk.	Wm Knapp	Allen Pollok
Egon V. Spiganovich	Miss J. Mathews	Jules Wieneau Jr
Jos Lichtenmann	S.D. Shillcock	Lewis A. Kirby
Theo Gallarius	R.L. Sunbrow	Jno J. Boyce
H.A. Goepfrop	A.B. Cameron	S. Labbot Jr
E.B. Swales	J.R. Kittredge	Morris Marcus
E.N. Swift	Mrs. Donald Fay	A.E. Selwood

May 21/01.

Beatty resigns

A letter was read from Wm A. Beatty tendering his resignation as a member of the Board of Trustees on account of his leaving the city for an absence of several months. On motion the resignation was accepted.

Organ in Pavilion

A letter was read from H.J. Stewart asking that the large organ to be built in the Pavilion for the Epworth League next July, be allowed to remain until the Episcopal Convention in October.
Referred to Pavilion Committee with power.

New flag

On motion the Committee on Buildings and Repairs were authorized to buy a new flag for the Library Building.

On motion the Secretary was instructed to advertise the June Quarterly Meeting of the Institute in the daily papers.

Library assistants elected

The Board then proceeded to elect Library Assistants as recommended by the Library Committee. On motion the Secretary cast the ballot of the meeting. The Chair appointed Trustees Mead and Spaulding Tellers. On their report of one vote for Arthur Rowell, Geo H. Mayer and H.G. Thompson for Library assistants, the Chair declared them duly elected.

Lease to 20th Century Club

The Secretary reported that the Lease of the Pavilion to the Twentieth Century Athletic Club had been signed the lease providing as follows.

To run 6 months from Feb 1. 1901 with option of 6 months renewal by Lessee.
Club to hold one contest per month.
Payments $250 each of 1st four contests, $200 - 5th contest, nothing 6th contest.
Gas for 5th contest to be paid before 5th contest.
Gas for 1st, 2nd, 3rd, 4th, & 6th Contests to be paid before 6th contest.
Club to hold all other contests in Pavilion and to have right to sub-let.
If Pavilion is leased for more than one year or used, agreement to be cancelled.

Bull excused

Mr. Mead stated that Mr. Bull had been absent from several meetings of the Board on account of sickness, and upon motion his absence was excused.

Action on vacancy in Trustees

Mr. Mead moved that a committee be appointed to propose to the Board a candidate to fill the vacancy caused by the resignation of Trustee Beatty.
The motion was carried. The Chair appointed as the Committee Trustees.
Mead, Taussig, Cosgrave.
The meeting then adjourned.

Jno M. Cumming
Secretary

James L. Cosgrave
Recording Secretary

June 4/01.

San Francisco June 4th 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute, called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Ewing.- Present, Trustees, Beaneton, Bull, Healy, Mead, Neal, Spaulding, Tausey, von Geldern, Wagoner, Wallis, Mr President (11) absent Trustee Cograve, Day. (2)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report.

San Francisco June 4. 1901.

Board of Trustees Mechanics Institute

Gentlemen:- Your Finance Committee reports cash on hand $2253.11

We present bills amounting to $3510.95 and recommend that they be paid.

The collections for this month will more than pay the bills presented.

Seidl Suit Compromised

In the matter of the suit of J Seidl & Co. arising out of the Cal Mechanics Fair, judgment was given against the Institute for $521.50 and costs of $27.50 making $799.00. We have had some conversation with Messrs. Gordon and Young, our attorneys in the matter, and they have broached the matter of compromise with the attorneys of the other side.

We recommend that this Committee be given authority to compromise this suit on payment of an amounts not to exceed $600.00.

Respectfully

L R Mead

Alpheus Bull

E H Wallis Finance Committee

List of Bills

1918.15

Pay Roll							
Teggart, T. J.	150.	List OK		Bent & Meyerderks		7	50
Colquhoun, R. D.	90.			Armstrong & DeGuerre.		8	80
Woolcock, W. H.	60.			J. B. McIntyre		16	
Huntington, Miss S	45.			Howe Scale Co.		2	
Williams, Miss M.F.	90.			Wm. Cronan		10	28
Blabon, Chester	40.			Globe Disenfecting Co.		33	20
Atherton, Harlow	15.			J. P. Brownlee		10	
Thompson, Herbert	30.			Jos. Fredericks & Co.		2	50
Cooke, C. B.	23.			Redington & Co.		1	30
Harris, P. F.	50.			Jos. Winterburn Co.		45	
Winslow, A.	45.			Sanborn Vail & Co.		8	60
Latimer, L.P.	30.			H. Fisher		55	
Behrend, G. A.	30.			Western L. & P. Co.		8	80
Cumming, Jos. M	150.			Hicks Judd Co.		272	01
Buckley, M.	70.	918		Valleau & Peterson.		53	70
Jos. M. Cumming		234	20	Frank Eastman & Co.		37	75
Pac. States Tel. Co.		64	35	University of Cal.		1000	
Chas. Scribner's Sons		140	84	Cubery & Co.		2	50
Spring Valley W.Wks.		57	90	Thos. Day Co.		1	53
Wm. H. Day		38	50	Jos. Piger		12	35
Merc. T. & L. Co.		6		Chas. M. Plum & Co.		4	
Pac. Gas & Imp. Co.		331	85			~~3510~~	~~95~~
W. P. Fuller & Co.		13	75			3510	95
S. F. Gas & Electric Co.		36	90				
Joost Bros.		8	20				
Buchanan Bros.		9	25				
Union & Pac. Gas & Gov. Co.		3					
Fishbeck & Glootz.		2					
Welshbach Co.		4					
Gibson Soap Co.		18					
F. J. Teggart		15	84				
Central L. & M. Co.			80				
Occidental Elec. Co.		2	50				
Healds Bus. College.		5					
Sunset Photo Eng. Press.		7	25				
		1918	13				

June 4/01.

The report was received and the recommendation in regard to the Seidl case was adopted. Consideration of the bills was laid over to this date.

Arc lights in Library

The Buildings and Repairs Committee through Mr Bull reported that two incandescent arc lights were now in use on the first floor of the Library as an experiment and the Board was requested to observe them after the meeting.

The Library Committee recommended.

1st - the purchase of books amounting to $562.00

2nd. Payment to H H Smith $18. C Badger $16.50, extra help in Library on account of sickness.

Recommendation 1 was adopted by the following vote.- Ayes, Beaneton, Bull, Mead, Neal, Spaulding, Tausey, von Geldern, Wagoner, Wallis, (9) Declined to vote Mr Healy, Mr President, not voting.

The recommendation No 2 was adopted by the following vote.- ayes, Beaneton, Bull, Healy, Mead, Neal, Spaulding Tausey, von Geldern, Wagoner, Wallis (10) Noes. None, Mr President not voting.

Partridge's Panatorium Scheme

Mr John Partridge addressed the Board stating that he had addressed the President of the Institute about a proposition to try and arrange for the removal of Panatorium from its present location. He asked that the Board appoint a committee to meet with committee of other associations to investigate his plan.

Mr Partridge withdrew and consideration of his request laid over to new business.

Vacancy in Trustees

G S Clark elected

The Committee on Vacancy in the Board of Trustees presented the following report.

San Francisco June 4, 1901.

Board of Trustees Mechanics' Institute,-

Gentlemen:- Your Committee appointed to recommend to the Board the name of a member of the Mechanics' Institute to fill the vacancy caused by the resignation of Trustee Beatty, respectfully report and recommend that Mr Geo D. Clark be elected as Trustee to fill the unexpired term caused by the resignation of Trustee Beatty.

Mr Clark has been a member of the Institute for a number of years. He is very well known in business circles of this city, and we are confident that he has the energy and ability necessary to make him a valuable member of this Board.

Respectfully

L R Mead,

R Tausey,

~~James K~~ Finance Committee

On motion the report was adopted and Mr Clark placed in nomination.

Mr Wagner nominated Mr James Queen Jr.

Mr Healy nominated Mr. Chas. D. Stelger.

The Chair appointed Messrs Bull and Spaulding tellers.

June 4/01.

At the first ballot Mr Clark received 7 votes
Mr Speers received 3 votes
Mr Sledger received 1 vote
Mr Cosgrave entered.
On the second ballot Mr Clark received 8 votes
Mr Speers received 3 votes
Mr Sledger received 1 vote.

On motion of Mr. Wagoner, the election of George D Clark to fill the vacancy in the Board of Trustees caused by the resignation of Wm. A. Beatty was made unanimous.

The bills presented by the Finance Committee earlier in the evening were on motion ordered paid, by the following vote:—ayes, Beaston, Bull, Cosgrave, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis, 6; declined to vote Mr Healy(1), Mr President not voting.

Letter to Allen re employment on Bulletin.

The Printing and Advertising Committee presented a letter to be sent to A. Allen stating the terms on which he would be employed to solicit advertisements for the Library Bulletin. On motion the Secretary was instructed to send the letter.

The Librarian presented his report for the month of May which was received and the following names mentioned therein as having joined the Institute were on motion approved.

New Members.

E. P. Jones.	Dr J. B. Eaton	Mrs E. S. Hatch
Jas Speers Jr.	P. E. Meredith	Gilbert C. Hall
Dan Jones	A. H. Mau	W. H. Garlick
Emil Blumenthal	N. Siebels	H. H. Goetzen

The Librarian presented his report for quarter ending May 31. 1901 which was received and ordered read at the coming Institute Quarterly Meeting.

The Librarian presented list of members owing for more quarters dues to June 1st 1901 and on motion the membership of all names on list was declared forfeited. (For list see pp. 403-4)

The Librarian presented report recommending:

Woods salary

1st That Mr J. H. Wood, who resigned as assistant Librarian May 9th be paid full salary for May 1901.

Pay to Mrs Phelan

2nd That Miss A. L. Phelan who acted as substitute for Miss Williams for 15 days during her illness be paid $30 for services.

1st Recommendation was adopted by the following vote:—ayes. Beaston, Bull, Cosgrave, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis, Healy (10) noes none, Mr President not voting.

2nd Recommendation was adopted by the following vote:- ayes. Beaston, Bull, Cosgrave, Mead, Spaulding, Taussig, von Geldern, Wagoner, Wallis (9) noes Healy, Neal (2), Mr President not voting.

June 4/01.

The Secretary presented report for month of May which was received and ordered spread on the minutes. San Francisco June 4. 1901.

Board of Trustees Mechanics Institute

Gentlemen:—I present herewith report for May 1901.

May 1. 1901	Cash on Hand.			$ 999.82
	Receipts.			
Library	Dues	928		
	Ent Fees	42.		
	Books	173.40		
	Glasses	1.50		
	Ruby Bulletin	4.80		
	Binding	1.		
	Mutilated Law Bk	325	$ 1475.70	
Pavilion	Rents	831.		
	" Days at	359.		
	Gas	35.85		
	Electricity	33.70		
	Lighting	10.		
	Damage	5.		
	Licenses	10.		
	Sale of Goods	2.		
	Scavenger	6	1292.55	$ 2768.25
				$ 3768.07
	Expenditures			
Library	Books	541.52		
	" Rest Fund	2.70		
	Glasses	60.		
	Repairs	44.80		
	Rent Sets	72.65		
	Periodicals	550.21		
	Salaries	729.50	2001.38	
Pavilion	Salaries	70.		
	Insurance	35.		
	Supplies	78.4	113.84	
Folsom St	Expense		10.	
General	Salaries		150	
	Interest		111.44	$ 2387.16
June 1. 1901	Cash on Hand			$ 1380.91

Summary

		Excess of Receipts	Excess of Expenditures
Library Receipts	1475.70		
Expenditures	2001.38		$ 525.68
Pavilion Receipts	1292.55		
Expenditures	113.84	$ 1178.71	
Folsom St.			10.
General do			261.94
Increase in cash			381.09
		$ 1178.71	$ 1178.71

Statement of Bills.

	Lib Exp	Lib Bills	Pav.	Folsom.	Total
May 1 rec'd	$ 694.19	3752.24	718.04	510.	6674.47
Contracted in May	1165.74	6732.5	167.70	625.	2631.69
	$ 1859.93	$ 10484.74	$ 885.74	$ 1135.	$ 9306.16
Bills May	1170.04	10093.28	113.84	10.	2387.16
	$ 689.89	$ 391.46	$ 771.90	$ 1125.	$ 6918.00

Respectfully
J. D. McClymonds Secretary

June 4/01.

The Secretary presented report for quarter ending May 31. which was received and ordered read at the coming Institute Quarterly Meeting.

Equitable Gas & Library.

A letter was read from the Equitable Gas Light Co. offering to supply gas at the Library Building for $1.50 per 1000 cubic feet. Referred to Building and Repairs Committee.

Spaulding Leave

On motion Mr Spaulding was granted a leave of absence for one month.

Folsom's Lease signed

The Secretary stated that the lease of the Folsom St. Lot to the two Universities for the coming football season has been signed. The lessees to have the grounds for 7 dates between Sept 28 & Nov 9th 1901 rent for this season to be $1100, with an option on certain dates in December at $200 for each date used, and a further provision that if the Institute rented the grounds to the Universities for the season of 1902 the rent to be $1000.

Partridge's Scheme

President Irving withdrew and Vice President Taussig took the Chair.

The letter to President Irving from John Partridge referred to in the earlier part of the evening was read.

Mr. Neal moved that the Committee requested by Mr. Partridge be appointed.

Mr Healy moved that Mr. Partridge's letter be laid on the table.

Mr Healy's motion was carried by the following vote:- Ayes, Beanston, Bull, Healy, von Geldern, Wallis (5) Noes. Cosgrave, Neal, Spaulding, Wagoner (4) declined to vote, Mead (1); Vice President Taussig not voting.

Mr von Geldern withdrew.

McNeill and stands.

The Secretary stated that Mr. McNeill, lessee of the Folsom St Lot had contracted with the two Universities to build their temporary stands for their games as our lease with McNeill provides that he shall leave on the grounds all buildings erected by him, Mr McNeill requests the Institute to pass some motion which would recognize that the stands erected under his contract with the Universities were not to be considered as permanent structures to remain after the expiration of his lease.

Referred to Folsom St Lot Committee.

McNeills bill. Explanation asked.

The Secretary presented bill of D.R. McNeill for $125 for repairs to fence and preparing Folsom St lot for football. the bill not being signed by the Folsom St Lot Committee.

On motion the Secretary was instructed to ask Mr McNeill for an explanation of his bill.

Healy wants "Boston Pilot"

A letter was read from P.J. Healy asking the Board to restore the "Boston Pilot" to the reading room. Referred to Library Committee.

Mr Irving returned to the meeting.

Healy's complaint re Dublin "Freeman"

Mr Healy states that for sometime he had been receiving the old copies of the "Dublin

June 4/01.

Freeman" after they had been taken from the files and that on order of the Librarian he no longer received them. He requested to receive the copies again either by gift or purchase.

Mr Neal moved to refer to the Library Committee with instructions that if they found the paper was not bound and files kept, the request be granted.

Mr Cosgrave moved as an amendment that the matter be referred to the Library Committee.

Mr Cosgrave's amendment was carried by the following vote:- ayes, Bull, Cosgrave, Mead, Spaulding, Wagoner, Wallis, Irving (7), noes, Beanston, Healy, Neal (3) Vice President Taussig not voting.

Delinquents, see p 400.

Delinquents

Members Owing 5 Quarters

Accardie, A.
Arnold, E. F. paid
Astor, Dr. A. L.
Barbour, Chauncey.
Bartels, Henry.
Baxter, Mrs. C. A. paid
Biedermann, Frank.
Blanckenburg, Theo. jr.
Blue, F. K.
Bond, Ernest F.
Braig, Harry P.
Brun, Sam'l J.
Cafasso, Miss E.
Cobb, Edw. S.
Collins, Mrs. M. V.
Cooper, Lee. paid
Costello, S. W.
Cronise, C.
Cullinan, Eustace
Davis, Leo.
Dibble,
Davis, M. A.
Doble, Frederick W.
Fichtel, Geo.
Forman, H. S.
Fowler, J. H.
Freeman, Chas. W.
Gibbons, L. A.
Gilleran, James
Gorter, H. H.
Guerra, Miss Eva de la
Harris, Mrs. W.
Hart, Mrs. Jerome
Hauser, Martin S.
Henicke, Edw.
Henry, Harry B.
Hintoff, Henry.
Hohe, A. A.
Hoppin, Mrs. L. W.
Hopps, Geo. H.
Howe, Mr. Fred
Huling, Thos
Jack, E. Roy
James, Mrs. Jessie M.
Jennings, F. A.
Kasson, M. C.
King, Chas. J.
Klann, A.
Konnberg, Geo. A.
Kraeger, A.
Kuehn, Geo.
Lamb, C. K.
Leilich, Edwin F.
Levi, Milton
Mackiernan, Thos.
Marshall, Jas.
Maryanski, Mrs. J.
Maussang, Miss P. M. A.
Michelsen, Chas.
Miller, Wm. P.
McInerney, B. H.
Nakamura, H.
Parsons, Mrs. E. M.
Partz, J. L.
Pfanne, Anton.
Reichold, Otto.
Sandow, Mrs. Geo.
Schiller, Frederick.
Schlosser, Jacob.
Schultz, Mrs. C. H.
Scott, Minot E.
Seymer, E. P.
Sheridan, Miss Lillian.
Simpson, R. L.
Simpson, W.
Smith, Herbert L.
Sykes, A. E.
Thomas, C. F.
Triebel, G.
Trimble, Geo. A.
Vair, Roger B.
Wagner, Sam'l
Walker, Wm.
Wallace, J. B.
Wells, Wm.
Wentworth, Geo. A.
Weyl, Jonas.
Weymouth, W. J.
Young, T. F.

List of Jan 1st 1901

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add Wm Eichbaum 1st March
dr from 1st March

Members Owing 6 Quarters.

Altschuler, Cass.
Anderson, W. H.
Applegate, Miss Kate M.
Baur, Jno.
Beechner, H.
Beers, P. I. Geo Bennett
Best, Dr. Otto.
Bingley, Miss D.
Bocarde, Geo. O.
Boch, Miss L. M.
Burt, R. S.
Coates, W.
Dulfer, Fred W.
Dumas, Mrs. Emilie
Eastwood, John S.
Elwell, Frank D.
Evans, W. M.
Farnham, Eugene M.
Farris, Homer.
Fisher, Philip A.
Fitzsimmons, Frank.
Flint, Mrs. Agnes W.
Flint, Joseph.
Goss, A. P.
Goth, Thos. R.
Gottschalk, Otto F.
Greenleaf, Geo. R.
Hanrahan, Dennis J.
Harper, Miss Henrietta.
Haste, J. A.
Hawley, Miss Florence C.
Hewes, Chas. L.
Hewlett, L. Allerton.
Howard, W. B.
Hoyt, F. T.
Irwin, Wm.
Jensen, H. N.
Kavanagh, J. T.
Kenney, Thos.
King, Robt. W.
Ladagnous, Justin.

June 4/01. Delinquents Continued

Malley, Edward.
Magee, Jno. A. jr.
Mefret, Geo.
Merigan, M.
Meyer, F. Wm.
Meyer, Fred H.
Miles, Miss Effie
Miller, H. W.
Mogan, P. J.
McCarthy, C. T.
McDonald, A. S.
Newhouse, O.
Nicol, Wm. Z.
O'Brien, A. I.
Ohrwald, H.
Palmer, Miss S. C.
Raschen, Henry.
Reeves, Mrs. F. S.
Reilly, Geo.
Ricke, C. W.
Rickey, Geo. W.
Sammett, M. A.
Seay, W. W.
Sexton, Wm.
Sherwood, E. Elwood
Steel, Thos.
Stevenson, Sam'l B.
Talbot, Chas. H.
Teasdale, A. B.
Thirkield, H. D.
Thompson, E. W.
Thornton, Crittenden.
Van Duzer, A. P.
Vocke, Miss Myna.
Wall, Mrs. F. R.
Wand, Philip M.
Wells, Mrs. M. E.
White, L. L.
Williams, W. W.
Williams, Wilmot E.
Wilson, C. R.
Wood, Henry H.
Zellerbach, Miss Bella.

Lost on Secty

8/6/01 add Henry Toomy.

Members Owing 7 Quarters.

Alcalde, Miss C.
Ball, Miss Ina May
Barsel, Louis C.
Brady, Edward.
Brandon, F. P.
Brann, F. J.
Briggs, F. W.
Caglieri, Dr. Guido E.
Callahan, J. R.
Carlton, H. H.
Carrick, Martin.
Carson, Frank
Casserly, John B.
Chamberlain, W. H.
Crocker, J. Reese.
Curtis, H. R.
Dibble, Henry jr.
Duebel, Chas. A.
Fleming, John.
Formhals, F.
Hatch, Thos.
Hopps, F. W.
Hunter, Mrs. Abbie J.
Janin, Louis jr.
Kelly, Jas. R.
Lapham, W. W.
Lunt, S. P.
Lueders, H.
Mason, John, jr.
Merchant, E. W.
Mullender, D. F.
McFarland, D. A.
McMahon, H.
McPike, Henry C.
Nisson, Harold
Olsen, Gus
Perine, Mrs. E. G.
Patton, A. T.
Pike, A. W.
Pinkham, John F.
Rath, Fred.
Reed, Miss M. E.
Schade, Edw. H.
Staples, Mrs. A. L.
Steinbach, Henry.
Stent, Mrs. F. A.
Tregoning, J. H.
Trounson, J.
Vance, Ira L.
Whitehead, A. T.

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add Stuart W E

Members Owing 8 Quarters.

Allen, J. W. F.
Bailey, Miss Alice
Bennett, A. F.
Bertheir, Mrs. A. C.
Bevier, H. N.
Boost, John.
Butler, J. D.
Campbell, Alex. C.
Carlson, John M.
Chase, H. Otis.
Christie, Thos.
Diers, P. M.
Eames, J.
Elsasser, Fred.
Fitzpatrick, John Ed.
Fox, Miss L.
Gottschalk, Louis A.
Harland, Miss Mabel.
Herold, Miss Eva.
Jones, Hu.
Jordan, E. B.
King, W. H.
Long, Charles.
Moore, St. Clair
Morehouse, W. A.
Parkhurst, Mrs. H. M.
Parker, Wm. C.
Rogers, A. E. jr.
Sanford, Elliot.
Sawyer, Mrs. C. H.
Schmidlin, M. A.
Scott, Edw. H.
Shoals, Geo.
Siem, Conrad.
Staahlgren, Karl.
Sykes, Frank H.
Taylor, J. G.
Veiller, Miss M.
Vivier, A. Mce.
Vore, W. A.
White, Ernest D.
Wilde, Miss Annie.
Wilder, A.

Members Owing 11 Quarters.

1 Rae, Miss Lilian D.

Members Owing 15 Quarters.

1 Westerfeld, H. W.

The meeting then adjourned
Jos M Cummins Secty

James A. Cosgrave
Recording Secretary

Quarterly. June 8/01.

San Francisco June 8th 1901.

The Regular Quarterly Meeting of the members of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President S. C. Irving.

No Quorum

There being but 19 members present the president declared that there was no quorum and no meeting was held.

Jos M Cummins
Secretary

James A. Cosgrave
Recording Secretary.

June 18/01.

San Francisco June 18, 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Deuing.

Present Trustees, Beanston, Clark, Cosgrave, Day, Healy, Mead, Neal, Taussig, von Geldern, Wagoner, Wallis, and President (12) Absent - Trustees Bull, Spaulding.

The minutes of the previous meeting were read and approved.

Clark present

The President then welcomed Trustee-elect Clark to his seat in the Board.

Changes in Committees

The President announced that on account of the vacancies caused in Committees by the resignation of Mr Beatty as Trustee he had arranged the following committees to be as indicated,

Finance,	Mead, Bull, Clark
Library	Taussig, Beanston, Wallis
Lectures and Classes	von Geldern, Cosgrave, Clark,
Management,	Clark, Cosgrave, Bull, Wallis, Wagoner.

McNeill his bill

Mr. D.R. McNeill, lessee of the Folsom St. Lot, was present and addressed the Board on the matter of his bill for work at the Folsom St Lot, which was presented at the last meeting of the Board, and of which Mr McNeill was requested to make an explanation. Mr McNeill withdrew and consideration of the bill was laid over till later.

The Finance Committee presented the following report -

San Francisco June 18, 1901.

Board of Trustees Mechanics Institute

Suit Settled,

Gentlemen - your Finance Committee reports as follows: -

At the last meeting of the Board your Committee was authorized & directed the suit of J Seidl vs this Institute, in which the amount of judgment, costs and interest against the Institute amounted to about $850.00, your Committee was instructed & directed for an amount not to exceed $600 and we attach to this report a letter from Gordon and Young, our attorneys in the case, stating that Mr. Seidl could not be got to settle for less than $600 and advising settlement at that figure

We settled the same and the amount has been paid and satisfaction of judgment rendered.

Respectfully

L A Mead

E S Clark

Finance Committee

The report was received and adopted and amount of $600 to J Seidl ordered paid by the following vote: - Ayes, Beanston, Clark, Cosgrave, Day, Healy, Mead, Neal, Taussig, von Geldern, Wagoner, Wallis (11) Noes None. Mr President not voting.

The Finance Committee presented the following Experts Report, which was received and ordered spread on the minutes.

June 18/01.

Experts Report

San Francisco June 15/01.

Board of Trustees Mechanics' Institute. -

Gentlemen: - I have carefully examined the Books and Accounts of the Institute for the quarter ending may 31 and find them correct.

I have checked the journal and cash book with the ledger. All vouchers for the quarter are properly receipted and are now on file in the Secretary's office. Enclose Trial Balance of the Ledger May 31 and a memorandum of receipts and disbursements of the different departments with a summary showing excess of disbursements of $675.75. The Balance in Bank on May 31 agreed with the amount as shown by the cash book.

Respectfully Submitted

Van Pelt, Auditor.

Mr Bull entered.

The Library Committee presented the following

Miss Dart as apprentice

1st a letter reading -

San Francisco June 7th 00.

To Taussig, Chairman Library Committee Mechanics

Dear Sir: - I have received from Miss Dart, a graduate of the University of California and a resident of this city, an application for admission to this Library as an apprentice for a period of six months.

Apprentices to be employed

Miss Dart desires to take up Library work as her profession and this application results from the fact that there is no school for Library training in California.

As this admission of Miss Dart to the Library staff is regarded as a privilege extended to her, it will not be expected that any services she may render to the Library will be remunerated otherwise than by the instructions given.

Believing that this would be beneficial to the Library I would respectfully recommend that permission be given to make this arrangement.

Respectfully, Frederick J Teggart Librarian.

and 2nd a report as follows. -

San Francisco June 18/00.

To the Board of Trustees of the Mechanics Institute. -

Gentlemen: - Herewith we submit to your Board a recommendation from the Librarian, that Miss Dart be admitted to the Library staff as an apprentice on the conditions named therein.

Your Committee approves this and urges that the recommendation be adopted. Your Committee feels that this is a desirable extension of the educational usefulness of the Mechanics Institute, and would recommend that the Librarian be empowered to accept such further applications of a similar character and under similar conditions provided that the number of apprentices shall not exceed three at any time.

Respectfully R Taussig

Geo Beanston, Library Committee

The recommendation was adopted.

June 18/01.

The Library Committee presented the following report, which was adopted.

Lib'y Com Report on Healy's Complaints re Dublin Freeman and Boston Pilot

San Francisco June 18, 1901.

Board of Trustees of the Mechanics' Institute.

Gentlemen:— At the last meeting of your Board you referred to the Library Committee the request of Trustee Healy to receive either by gift or purchase, the old copies of the "Dublin Freeman". This newspaper, as well as all other newspapers of the same kind, remains on our files as long as may be needed for the accomodation of the members of the Institute, and when they are not needed for such purpose they may with propriety, be disposed of in any such manner as may be satisfactory to the Librarian.

Your Committee recommends therefore, that the Librarian be authorized to present without charge this newspaper and others of the same kind, to Trustee Healy, or to any other member of the Institute, when as Librarian, he has no further use for the same.

The Librarian will act upon such applications when presented, in such way as may accomodate our members and at the same time preserve the interests of the Institute.

In this connection it is proper to state that at the last meeting Trustee Healy stated that he had been receiving this newspaper for several years past and that recently he had ceased to receive the same on account of an order issued by the Librarian.

Your Committee found upon investigation that Trustee Healy had been receiving this newspaper from the ~~Librarian~~ janitor. As the janitor is not the legal and proper custodian of the books and newspapers, it was perfectly proper that such discontinuance should have been ordered.

Books, periodicals and newspapers should not be disposed of except in a proper, business like manner, even though they have ceased to be of use to the Institute, and your Committee deems the method as suggested in this report, the correct one for the disposition of such old newspapers.

At the last meeting of your Board, you also referred to this Committee the request of Trustee Healy to have the "Boston Pilot" restored to the files of the Institute. Some time ago when your Committee were making up the list of periodicals for the year, the matter was considered carefully and it was found best to equalize the selection of periodicals of this character so as to have a fair and equal representation. In making this selection your Committee was guided wholly by the demand, and we found that the demand for this particular journal was not sufficient to warrant it being included in the list.

Your Committee therefore sees no reason for taking special action at this time on the request, and suggests that the matter be left in abeyance until we make up a new list for the coming year.

Respectfully

R J Tavernetti
Geo Beaneton
Library Committee

June 18/01.

The Printing and Advertising Committee presented the following report

Central Settlement with Allen 1st month.

San Francisco June 18/01.

Board of Trustees Mechanics' Institute:-

Gentlemen:- Your Printing and Advertising Committee report as follows. Our agreement with Mr. Allen in regard to the work on the Library bulletin is that the cost of printing and delivering the bulletin each month shall be deducted from the amount of the advertisements paid for, and the surplus divided between the Institute and Mr. Allen in the proportion of 75% & 25%. In beginning on this matter originally it was estimated that the expense of printing and delivering the bulletin would be about $130 per month. The first issue necessarily is more expensive than subsequent issues and we find that the expense of publishing and delivering the bulletin will be about $193.

We recommend that in settling with Mr. Allen for the first month the cost be figured at $150 and settlement made on that basis.

Respectfully
James K Cosgrave
Jos. G. Spaulding Print'g & Ad. Com.

On motion the report was approved and settlement with Mr. Allen ordered made on the basis recommended in the report by the following vote:- Ayes, Clark, Bull, Cosgrave, Day, Mead, Taverniti, von Geldern, Wagoner, Wallis, (9) Noes, Beaneton, Healy, Neal (3) Pres. President not voting.

McNeill's bill not paid referred to atty.

Folsom St Lot Committee - Mr. Wallis moved, that Mrs McNeill's bill referred to earlier in the evening be paid.

The motion was lost by the following vote:- Ayes, Clark, Cosgrave, Healy, Mead, Neal, Wagoner, Wallis (7) Noes, Beaneton, Taverniti (2) Declined to vote:- Bull, Day, von Geldern (3) The President not voting.

On motion of Mr. Taverniti the bill was referred to the Finance Committee with power to consult an attorney, if necessary, to find out the Institutes liability for the bill.

No Fair to be held

For the Special Committee to investigate the advisability of holding a fair Mr. Mead reported that after consideration the Committee recommended, that it would not be advisable to hold an Institute fair this year.

The recommendation was received and adopted and the Committee discharged.

President asks bids

The President reported that he had addressed letters to a number of capitalists and others inviting bids for sale of Pavilion and Folsom St lot.

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

(See next page)

June 18/01.

New Members

R L Hathorn	Thos F McConkey M.D.	R P Hewlett
D Frank	J Donaldson	C K Jait
A W Kline	Miss Mabel Church	E S Porter
Mrs J M Dyer	A M Beecher U.S.N.	Fred Schmitts
J O Doane	Mrs L B O'Brien.	W M Duval
Jno Slater	Herbert A Barre	Chas Williams
H Martin	Lucien Tournet	C A Kramer
F Pladdemann	A B Bowers	L H Cary
E A Howard	Mrs F E Eaton	Chas D Randler
Alex McCadie	G S Emerson	Fred Salaman
Wm W Miller	W F Schaller	Mrs M Soule.

A letter was read from the Scottish Thistle Club enclosing tickets for picnic.

Oscar Lewis dead. Letter of sympathy

Mr Wallis stated that Oscar Lewis, who had been a member of the Institute for a great many years and had served several terms as Trustee was recently deceased, and on motion of Mr Wallis the secretary was instructed to write Mrs. Lewis' widow expressing sympathy and condolence.

Sec'ys vacation

On motion the request of the Secretary for two weeks vacation was granted.

The meeting then adjourned.

Jos M Cumming
Secretary

James A Cosgrave
Recording Secretary.

July 2/01.

San Francisco July 2nd 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Ewing.

Present Trustees Beaneton, Clark, Bull, Cosgrave, Day, Healy, Mead, Spaulding, von Geldern, Wallis Mr President (11) absent Trustees Mead, Taussig, Wagoner (3)

The minutes of the previous meeting were read and approved.

Mr Mead entered.

The Finance Committee presented the following report

S. July 2-01.

Board of Trustees of the Mechanics' Institute

Gentlemen:— Your Finance Committee reports as follows:—

Cash on hand tonight	$1392.45
We present for payment bills amounting to	3181.03

and recommend that they be paid.

The collections for the balance of the month will be sufficient to pay these bills.

McNeills bill.

At the last meeting of the Board you referred to this committee the bill of D R McNeill for repairing fence on the Folsom St Grounds, with instructions to consult an attorney to see if under the terms of the lease with McNeill, the Institute is liable for this bill.

We present herewith the opinion of Messrs Gordon & Young to the effect that Mr. McNeill has no claim against the Institute for expense of re erecting any fence that was blown down.

Respectfully Submitted
L R. Mead
Aspheus Bull
G S Clark
Finance Committee.

Pay Roll.

Teggart, E. J.	150.		
Colquhoun, R. D.	92.50		
Woolcock, W. H.	60.		
Huntington, Miss S.	45.		
Williams, Miss M.F.	90.		
Mayer, Geo.	60.		
Thompson, Herbert	30.		
Cooke, C. R.	21.		
Atherton, Harlo	15.		
Blabon, Chester	40.		
Harris, W. E.	56.		
Winslow, A. H.	45.		
Latimer, L. P.	30.		
Behrend, G. A.	30.		
Cumming, Jos. M.	150.		
Buckley, M. G.	70.	978	50
F. J. Teggart		29	
Jos. M. Cumming		180	21
P. Van Pelt		25	
Sherman Clay & Co.		3	
Wyckoff Seamans & Benedict.		2	50
Lond. & Lancashire Ins. Co.		284	90
H. W. Wilson		13	
Peabody Institute Liby.		8	71
Bancroft Whitney Co.		33	
Emporium & G. R. Bazar		48	24
Kelly & Co.		10	
Publishers Weekly.		8	99
Writer Pub. Co.		23	50
L. H. Cary		15	30
Payot Upham & Co.		375	
Cunningham Curtis & Welch		52	17
A. M. Robertson		122	23
A. M. Robertson		130	48
Lemcke & Buechner		163	23
Sound Currency Co.		~~85~~	50
		2497	46

Forward 2497 46

Natl. Conf. Charities & c.	1	25
Sacramento Home Directory Co	4	
Moulton Pub. Co.	5	
A. C. McKenzie	19	
Boston Book Co.	20	
Detroit Pub. Co Library.	7	92
Elder & Shepard	59	23
News Pub. Co.	5	
E. C. Allen	207	22
Com'l Printing House	5	
Natl. Municipal League	4	
Robert E. Cowan	52	
B. F. Stevens	181	92
Chas. Scribner's Sons.	112	83
	3180	03
	3181	03

July 2/01.

The Bills were ordered paid by the following vote,- ayes, Beanston, Clark, Bull, Cosgrave, Day, Mead, Neal, Spaulding, von Geldern, Wallis (10) Noes none. Declared & vote Mr Healy & Mr. President, not voting.

McNeills bill & ally's advice.

In regard to Mr. McNeills bill it was moved that we be governed by the opinion of our attorney, and that the secretary notify Mr. McNeill of the attorneys opinion. The motion was carried by the following vote,- ayes, Beanston, Clark, Bull, Cosgrave, Day, Mead, Spaulding, von Geldern (8) Noes, Healy, Neal, Wallis (3) Mr. President not voting.

Mr. McNeills bill consisting of two items one of $75.50 for repairing fence, & which the attorneys opinion referred, and the other of $49.50 for preparing grounds for football, the bill was referred back to the Finance Committee & have the bills segregated.

Annex Bill Boards & come down.

For the Pavilion Committee Mr. Neal stated that Mr. Leonhardt the lessee of the Pavilion Annex had covered the fronts of the annex with advertising boards. On motion, the lessee was ordered notified & remove the bill boards.

The Buildings and Repairs Committee was given further time to report on electric lights for the Library and also on the proposition of the Equitable Gas Co.

Pavilion Organ Recital

Mr. Neal for the Pavilion Committee stated that Mr. J. Stewart wanted to give an organ recital in the Pavilion on the organ which would remain after the Epworth League Convention, that he made a proposition & have the Institute take for rent one half the profits. Referred to Pavilion Committee with power.

Libn report new members not approved

The Librarian presented report for the month of June. The report contained list of new members which had not been sent to the Trustees. On motion the report with the exception of the names of new members was adopted and placed on file by the following vote.- ayes, Clark, Bull, Day, Healy, Mead, Neal, Spaulding, Wallis (8) Noes, Beanston, Cosgrave, von Geldern (3) Mr. President not voting.

The Secretary presented report for June which was received and ordered spread on the minutes.

Secretary's Report.

San Francisco July 2, 1901.

Board of Trustees Mechanics' Institute.

Gentlemen;- I present herewith financial statement for June 1901.

June 1, 1901 Cash on hand $380.91

Receipts

Library		
Dues	$248.00	
Ent. Fees	54.00	
Books	7.85	
Mut. Savgs. Bk.	325.	
Binding	.35	
Papers Lost,	.50	
Library Bulletin	310.80	
		$3014.30

July 2/01.

Secty. report (continued)

Pavilion

Salary	70.	Rents	597.50
Wages	31.	Hays & Rents	355.
Gas	186.95	Gas	46.20
Electricity	34.50	Electricity	7.50
Lighting	49	Lighting	4.
Repairs	10.50	Damage	2.50
Water	12.60	Licenses	10.
Scavenger	12	Sale Sawdust	1.50
Licenses	21.		1024.20
Telephone	17.95		

Folsom St. $4042.50

$5423.41

Expenditures.

Library	Books	103.34	
	Book Backs & Hinges	37.50	
	Binding	272.01	
	Classes	60.	
	Fence	20.60	
	Libry Bulletin	103.70	
	Lighting	165.60	
	Rent Water	261.90	
	Salaries	802.50	
	Water	34.30	$2048.45
Pavilion	Salary	70	
	Wages	31.	
	Gas	186.95	
	Electricity	34.50	
	Lighting	49.	
	Repairs	10.50	
	Water	12.60	
	Scavenger	12.	
	Licenses	21.	
	Telephone	17.95	
	Hays & Waters	11.	
	" Repairs	18.50	
	Sundries	3	477.00
Folsom St.	Interest		1000.
General	Salaries		160.
	Interest		108.33
	Profit & Loss Real Est		600. $4393.78
June 30/01	Cash on Hand		$1019.63

continued next page.

July 2/01.

(Secty report continued.)

Summary

	Net Receipts	Net Expenditures
Library.		
Receipts	3014.30	
Expenditures	2048.45	765.85
Pavilion		
Receipts	1024.20	
Expenditures	477.	547.20
Folsom St.		
Receipts	4	
Expenditures	1000	996.00
Salaries		150
Interest		108.33
Profit & Loss		600.
Decrease in Coin		341.28
		1854.33

Statement of Bills.

	On Library	Books	Pavilion	Folsom	General	Total
Due June 1.	1542.89	3332.21	741.90	1125.00	150.00	6922.
Contracted in June	1972.35	295.79	195.60	500.	858.33	3822.07
	3515.24	3628.00	967.50	1625.00	1008.33	10744.07
Paid in June	1635.60	412.85	477.	1000.	858.33	4383.78.
	1879.64	3215.15	490.50	625	150.	6360.29

Respectfully
Jos M Cumming
Secty.

Letters Read.

Union Trades Thanks — From Union Trades Council thanking Board for courtesies and commending service of janitor at Press ball at Pavilion. Received and filed.

From Massachusetts Charitable Mechanics' Assn relating its experience recently in holding Fairs. Received and filed and thanks of Institute ordered sent.

Healy reply & Library Com. — From P J Healy. Mr Cosgrave moved that the letter be not read. Motion lost by the following vote:- ayes, Bull, Cosgrave, Day, Mead, Spaulding (5) Noes. Beanston, Clark, Healy, Neal, von Geldern, Wallis (6) Mr President not voting.

The letter was read. It was in relation to report of Library Committee presented at last meeting in regard to requests of Mr Healy to receive copies of old newspapers and to have "Boston Pilot" received at Reading room. Received and filed.

Morosco makes offer for Pavilion — A letter was read from Walter Morosco making an offer for the Pavilion for a five year lease from Jan 1, 1902 at $2000 per year with an option of five years more at a yearly rental not to exceed $15000, lessee to have possession immediately subject to present bookings and lessee during lease to keep roof, foundations and main sewer in repair. Building to be used for a first class amusement.

July 2/01.

The proposition was discussed and Mr. Mead moved "That it is the sense of the Board that it is advisable to lease the Pavilion for a term of years, and we will proceed at once to consider details, looking to the consummation of a lease with Mr. Morosco."

The motion was carried.

Architect to inspect Pavilion — Mr Healy moved that a competent architect be employed to inspect the foundations and roof of the Pavilion and report at the next meeting.

The motion was carried by the following vote:- ayes, Beanston, Clark, Healy, Neal, von Geldern, Wallis (6) noes. Bull, Cosgrave, Day, Mead, Spaulding (5) Mr. President not voting.

Special meeting — On motion of Mr Spaulding it was carried that a special meeting of the Board, to determine the matter of Mr Morosco's proposition to be held Tuesday evening July 9th next.

On motion the French League was given the use of the Trustees room in the Pavilion during their occupancy of the Pavilion.

The meeting then adjourned.

Jos M Cumming
Secretary

James L Cosgrave
Recording Secretary.

July 9/01

Special re Morosco's offer for Pavilion

San Francisco July 9th 1901.

Special Meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Deering.

Present Trustees Beanston, Clark, Bull, Day, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Mr President (11) absent Messrs, Cosgrave, Wagoner, Wallis (3).

The President stated that the meeting had been called to act on the matter of the Pavilion leasing as ordered by the last meeting of the Board.

Mr Wagoner entered.

The matter of Mr Morosco's proposition made at the last meeting was then discussed.

Committee appointed.

Mr. Mead moved that a Committee of 3 be appointed by the Chair to see Mr Morosco and discuss details of the proposition and report to the Board. The motion was carried.

The Chair appointed as the Committee Messrs, Mead, Taussig & Beanston.

The meeting then adjourned.

Jos M Deering
Secretary

James L. Cosgrave
Recording Secretary

July 16/01.

San Francisco July 16th 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Deering.

Present Trustees Beanston, Clark, Bull, Cosgrave, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis, Mr President (12) Absent Trustees Day Wagoner (2)

The minutes of the meeting of July 2nd and special meeting July 9th last were read and approved.

The Library Committee recommended for purchase books amounting to $374.50. The recommendation was adopted by the following vote:- ayes, Beanston, Clark, Bull, Cosgrave, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis (10) Noes. None. Declined to vote Healy (1), Mr President, not voting.

The Library Committee presented the following Report.

San Francisco July 16/01.

Library Com replies to Healy's newspaper article.

To the Board of Trustees of the Mechanics' Institute:-

Gentlemen:- An article appeared in a recent issue of one of our prominent daily newspapers, written by Mr. P. J. Healy, a member of your Board, containing many misstatements concerning the Mechanics Institute and its Library, more especially that part of the Library work entrusted by you to this Committee. If the opinions and assertions of Mr. Healy had been communicated only to the members of the Institute, by whom he is known, no harm would have been done. As the newspaper article will be read by many people, who are not familiar with the Institute and its Library your Library Committee deems it proper to make a report in some of the most glaring misstatements and have the same placed on our files for the use of members of the Institute and others who may be interested in the true condition of our affairs.

Mr Healy states that the dissemination of information and useful knowledge by the establishment of a Library of circulation and reference is but a secondary consideration with us. This statement is not true in any sense as will be seen by an inspection of the Library, our records, and the statistics of the work done, which demonstrate a marked increase in circulation of books.

This statement that 60% of books purchased by us, has been fiction is not in accordance with the facts. Since March 1900 but a little over 43% of books purchased has been fiction. It may be true that 82% of our circulation has been fiction, but it would be difficult to control the reading of our members, who are as much entitled to their choice of books as Mr Healy is to his choice. It certainly seems to be to the credit of the management that while 82% of the circulation was fiction, only 43% of books purchased, was of that classification. It should also be noted that no record can be kept of the number and character and books used within the Library and more especially in the reference room, which has found exceptional favor among the members.

Mr Healy's statements that we are steadily losing members and that we have lost 1000 members since the beginning of the fiscal year 1900, lack

July 16/01.

evidence of a host of facts and figures. The most convincing proofs on this subject are found in the record of our collections on account of dues and entrance fees for the first four months of that fiscal year, (1900) which amounted to $6673 as against the collections amounting to $7195.50 from the same sources for the corresponding months of this year. This shows an increase of $522.50 which would indicate an increase in actual paying membership of 260.

Mr Healy's evident intent was to bring the Library into disrepute and it is useless to follow all the statements, assertions and opinions made by him in his communication and reply to them in detail, as they are all devoid of accuracy and not entitled to any consideration from members of the Institute or the public at large.

R J Tarpey
Geo Beaneston
Chas H Wallis
} Library Committee.

Resolution as to above report

In relation to this report, Mr Mead offered the following

Resolved, That the report filed at this meeting by the Library Committee, regarding certain statements made by Trustee R J Healy in one of the daily newspapers of recent date be and the same is hereby adopted and sustained

Resolved, That this Board hereby condemns the action of Trustee Healy in publishing the statements referred to, as an effort to injure the Mechanics' Institute and its Library and to bring them into disrepute, without the least foundation upon the facts as they exist.

The resolution was adopted.

Disclosing executive session business.

Mr Bull said that certain proceedings of the Board held in executive session had been given to the newspapers and published and he deemed it improper that members of the Board should disclose executive session business to outsiders, and he moved the appointment of a committee to investigate the matter. The motion was carried. The Chair appointed as the Committee Trustees Bull, Mead, Tarpey.

The Librarian presented the following names as having joined the Institute and presented with report of July 2/01. The names were approved.

New Members

Hubert Vrooker	A Welkomm	Mrs L H Woods
A B Speer	Wm M Brisson	J M Carroll
C B Bushmen	E O Sargent	Geo A Beaneston
Jas L Robeson	J S Fiener	Mrs Hans Wallerstein
Jno E Johnson	S R Cameron	H J Vogt
Jno Davis	E T Osborn	Mrs C C Henny
Mrs H A Hebbard	Mrs L A Jedson	Albert Hood
A	R A Huntington	

The Librarian presented the following names as having joined the Institute all of which were on motion approved,

July 16/01.

New Members

Mrs L A Bruce	Miss M Stow	Geo J de Clemencil
F Doran Pease	Louis Laugenti	Mrs Wm A Lange
Chas E Schwartz	A J Wilson	Mrs S Lenhart
Charlotte Goldstein	Richard Hawes	Mrs Wm Wells
J M Spencer	Miss E M Massey	Miss A M Lachrete
E J Pierce	Geo W S. Haly	C H Jones
Geo Stone	Jas Tittehall	J O Perry
C H Wright	J H Kruse	Chas E Bancroft

Wm L Thacker — W W Barnes

Librarian charges a Trustee

The Librarian presented a report stating that recently a member of the Board had withdrawn a reference book from the Library without having the same charged to his account or informing any member of the Library staff. The Librarian requested instructions in such circumstances. Referred to Library Committee.

20th Cent Club wants date and renewal of lease

A letter was read from the 20th Century Athletic Club stating that the Board of Supervisors had refused it a permit for an exhibition in July and asking for a date in August in place of July, and asking a renewal of their lease of the Pavilion. Referred to Pavilion Committee with power.

Offer for Pavilion

A letter was read from Chas F. Blanden for Dewey Navigation and Trading Co offering 400,000 under certain conditions for Pavilion Block. Referred to special Committee appointed at meeting of July 9, 1901.

The meeting then adjourned

D M Cameron
Secretary

James Tarpey
Recording Secretary

Aug 6/1901.

San Francisco August 6th 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Deering.

Present Trustees Beanston, Bull, Cosgrave, Day, Healy, Spaulding, Taussig, Wagoner, Mr. President (7)

Absent Trustees Clark, Mead, Neal, von Geldern, Wallis (5)

The minutes of the previous meeting were read and approved.

The Finance Committee reported Cash on hand $ 1953.56 and recommended for payment bills amounting to $ 771.46

The recommendation was adopted by the following vote,- ayes, Beanston, Bull, Cosgrave, Day, Spaulding, Taussig, Wagoner, Mr. President (8) Noes none. declined to vote Mr. Healy (1).

List of Bills,

			Post	2724	81
Pay Roll:			Chronicle	13	65
Teggart, F. J.	150.		Tre Guide	1	50
Colquhoun, R.D.	90.		London Lancashire Ins. Co.	31	50
Woolcock, W. H.	60.			771	46
Huntington, Miss S.	45.				
Williams, Miss M.P.	90.				
Thompson, Herbert	30.				
Mayers, Geo. M.	60.				
Bowell, Arthur	60.				
Blabon, Chester	40.				
Jennings, W.	15.				
Harris, F. E.	50.				
Winslow, A.H.	45.				
Cumming, J.M.	150.				
Buckley, M.G.	70.	955			
University of California		1000.			
Pac. Gas & Imp. Co.		179	05		
Spring Valley Water Wks.		55	20		
John Partridge,		36	02		
Geo. M. Mitchell & Co.		156.			
A. Serensky		6			
T.P. MacInnes		25	50		
Geo. B. Merrill		13	75		
A. Ruefs		22	50		
Pac. States Tel. Co.		46	55		
S.F. Gas. Elect. Co.		9	55		
Western Light & Power Co.		16	15		
Library Bureau		61	81		
Sunset Photo. Eng. Press.		43	18		
W. M. Weil		37	45		
Valleau & Peterson		28	05		
J. P. Brownlee		1			
Westenr Union Tel. Code		10			
Evening Post		8	40		
The Call		11	70		
Abend Post		1	95		
		2724	81		

The Building and Repairs Committee presents the following, which was adopted.

San Francisco Aug 6, 1901.

Board of Trustees of the Mechanics' Institute.

Gentlemen,- Yours Building and Repairs Committee reports as follows. We have received from the Century Electric Co. a bid to wire the first floor of the Library Building for 4 incandescent arcs and 42 incandescent lamps for $221. This to include everything except the 4 incandescent arc lights which are supplied by the Light Co.

The Century Electric Co. estimates that burning the lights on an average of 4 hours per night 25 nights per month, the average monthly bill at 4¢ per kilowatt will be $16.47.

Bid Rec'd on Electricity vs Gas.

Aug 6/01.

The present annual gas consumption of the Library is 670,200 cu. ft. a monthly average of 55,850 ft. which at $1 per 1000 cu ft would make the monthly bill $55.85. Estimating that the first floor uses 1/3 of the entire amount of gas consumed, this would make the first floor monthly gas bill average $18.61.

We recommend that the question of electric lighting over the present method of gas be referred to the Library Committee.

Alpheus Bull,
Geo F Day
Luther Wagoner, Building & Repairs Committee

The Library Committee recommended for purchase books amounting to $206. The recommendation was adopted by the following vote, ayes, Beanston, Bull, Cosgrave, Day, Spaulding, Taussig, Wagoner, Mr. President (8) Noes none. declined to vote Healy (1).

Magazine Racks ordered

The Library Committee presented a report recommending the purchase of two magazine racks for use on the 2nd floor at a cost not to exceed $12 each. The recommendation was adopted by the following vote,- ayes, Beanston, Bull, Cosgrave, Day, Healy, Spaulding, Taussig, Wagoner, Mr. President (9) Noes none.

Reports of Librarians Charges against a Trustee

The Library Committee presented the following report which was adopted.

San Francisco Aug 6, 1901.

Board of Trustees of the Mechanics' Institute.-

Gentlemen.- At a meeting of the Board of Trustees held on the 16th inst. the following was referred to this Committee.

"Your Librarian reports that since the last meeting of your Board, one of the Trustees of the Mechanics' Institute withdrew a reference book from the Library without having the same charged to his account or informing any member of the Library staff.

Your Librarian requests the instructions of your Board in such circumstances."

Your Committee thereupon requested the Librarian to name the Trustee to whom he referred in his report and he replied that he referred to Trustee Healy. The Chairman of your Committee then addressed a letter to Mr. Healy suggesting that if he had any explanation to make in regard to the report, to make it in a communication addressed to the Committee, or if he preferred it, he could be present at a meeting of the Committee to be held on Saturday evening the 3rd inst. and make such statement orally as he might deem proper.

To this communication from your Chairman Mr. Healy made a written reply on the 3rd inst. which your Committee deems insulting and unworthy of consideration. Under the circumstances, as stated, and on account of the fact that the book was in some manner unknown to the entire Library staff returned to the shelf, your Committee deems it proper simply to comply with the request of the Librarian for

instructions.

We therefore recommend that the Librarian be instructed that neither a Trustee nor any other member of the Institute has the right to withdraw a reference book or any other book, from the library without having the same charged to his account, or informing some member of the library staff thereof, and that, should any Trustee or any other member of the Institute withdraw any book from the Library, except as stated, it is unquestionably the duty of the Librarian as legal custodian of the library books, to take such steps as are necessary to recover such book.

Respectfully
C H Wells,
Geo Beaneton, Library Committee.

The Committee appointed at the last meeting of the Board to investigate the disclosures of executive session business was given further time.

The Committee appointed to confer with Mr. Morosco in regard to lease of Pavilion was given further time.

The Librarian presented his report for the month of July which was received and the following persons mentioned therein as having joined the Institute were on motion approved

New Members.

Mrs C Schelling	J M Graham	Mrs E E Webb
Jas E. Rogers	Wm a. Butler	Miss a J Salle
Miss E. Wollenberg	Mrs Wm Manning	Wm Angus
Mrs a a Goslee	Vivian McNaught	Capt E W Clark
G H Taubles	Miss Ernestine King	Henry Hellmers
	H a Hunter	

The Secretary presented his report for July which was received and ordered spread on the minutes.

San Francisco Aug 6. 1901.

Board of Trustees of the Mechanics' Institute.

Gentlemen. I present herewith financial statements for July. 1901.

July 1. 1901 Cash on Hand 1039.63

Receipts.

Library Dues	1216.50	
Entrance Fee	42.	
Books	66.10	
Mutual Sav Bk	325.	
Libry Bulletin	137.50	
Papers Sold	54.40	1841.50
Pavilion Rents	1181.00	
Hayes st Rents	417.50	
Gas	30.40	
Lighting	2.	
Tickets sold	1.80	1632.70
Folsom St.		3
		3476.20
		4515.83

Expenditures.

Library Books	1497.53	
Sick Fund	85.48	
Binding	135.31	
Cases	60.	
Expense	84.26	
Liby Bulletin	60.95	
Music	3.	
Periodicals	12.60	
Print & Stat'y	34.50	
Salaries	698.50	2672.13
Pavilion Salary	70	
Labor	4	
Insurance	284.90	358.90
General Salary	150.	
Interest	111.94	3292.97
Aug 1. 1901 Cash on Hand		1222.86

Summary

			Excess of Receipts	Excess of Expenditures
Library	Receipts	1841.50		
	Expenditures	2672.13		830.63
Pavilion	Receipts	1632.70		
	Expenditures	358.90	1273.80	
Folsom St.	Receipts		2.	
General				261.94
Increase in Cash				183.23
			1275.80	1275.80

Statement of Bills.

	Liby Gen	Books	Pav.	Folsom	Genl	Total.
Unpd July 1.	1879.64	3215.15	490.50	625.	150.	6360.29
Cont'd July	124.60	591.50	191.45	500.	261.94	2792.49
	2127.24	3806.65	681.95	1125	411.94	9152.78
Pd July	938.21	1733.92	358.90		261.94	3292.97
	2189.03	5072.73	323.05	1125	150	5859.81

Respectfully Submitted
Wm Hemming Secty.

Aug 6/01.

A letter was read from Mrs Oscar Lewis thanking Board for letter of sympathy sent on death of her husband. Received and filed.

Stationary Engineers want room.

A letter was read from Thomas Morgan representing the California Association of the National Association of Stationary Engineers, stating that the Association wished to secure an office and meeting place for its members and asking that it be arranged that they could meet in the Library Building and suggesting that some plan could be devised whereby their members could also use the Library. Mr Morgan was present and addressed the Board.

Referred to Library Committee

Partition in front of Brit Patents to come down.

Mr Fawcett stated that all of the magazines had now been moved down from the 3rd to the 2nd floor of the Library and in order to make better use of the 3rd floor reading room, he moves that the partition now protecting the British Patent Reports be removed and a screen placed in front of them. The motion was carried.

Healy requested to change office hours.

Mr. Beaston presented the following and moved its adoption. —

Whereas, The card issued by our Secretary showing the names of the members of the Board of Trustees of the Mechanics' Institute and their office hours for the transaction of Library business with members of the Institute and others who may desire to call on them shows that Trustee Healy's office hours begins at 6 o'clock in the morning, and

Whereas, this Board, regards 6 o'clock in the morning as an hour entirely too early for such a purpose, especially as many of the members of the Institute are ladies who could not with propriety call upon any Trustee at such an early hour; therefore be it

Resolved, that Trustee Healy be requested to select a reasonable hour for the reception of visitors who may wish to consult him on Library business, and that he be further requested to notify the Secretary of such changed office hours as he may select, so that the Secretary may make the proper change on the card referred to.

The resolution was adopted on mr Beaston's motion.

Harris' offer for Folsom St.

Mr Fawcett stated that he had received an offer from Henry Harris for the Folsom street grounds of $250 per month, commencing at the expiration of the present lease with Jno. Mc Neill.

On motion of Mr Fawcett, Mr Harris' offer was referred to the Finance Committee who were instructed to communicate with him.

The meeting then adjourned.

J. M. Cumming
Secretary

James A. Corgan
Recording Secretary

Aug 20/01.

San Francisco August 20th 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library building tonight at 8 o'clock by President Irving.

Present Trustees, Beaston, Clark, Bull, Day, Healy, Neal, Mead, Spaulding, Fawcett, von Geldern, Wagoner, Wallis, Mr President (13) absent (Excused)

The minutes of the previous meeting were read and approved.

The Buildings and Repairs Committee presented the following report.

S.F. Aug 20/01

Room for British Reports

Board of Trustees Mechanics Institute S.F.

Gentlemen:— Your Buildings and Repairs Committee reports as follows.

We find that the partition in the reading room can be taken down, the shelves attached to it moved to another part of the room and all of the 34 sects of shelves covered with plain doors for $108 not including painting. Screen instead of doors would be much more expensive.

Sheet iron for closets

2. We beg to report that the partitions between the mens closets on the 3rd floor are very much hacked and a number of holes have been cut in them. To prevent such disfiguring in the future we recommend that the partitions be covered with sheet iron and that this Committee be authorized to do this at once.

Respectfully

Alphens Bull.
Lukey Wagoner } Building
Geo F Day } Repairs Com.

The recommendation in regard to the closets was adopted.

The Library Committee presented the following report which was on motion adopted.

San Francisco Aug 20. 1901.

Library Com no electricity

Board of Trustees Mechanics Institute

Gentlemen:— At your last meeting you adopted the report of the Buildings and Repairs Committee giving figures for lighting the first floor of the Library with electric lights and recommending that the matter of lighting by electricity instead of gas be referred to this Committee.

This Committee is of the opinion that considering the estimates submitted by the Buildings and Repairs Committee, the cost of properly lighting the building with electricity would be entirely too great for us to undertake it at the present time.

Rowell left

2. Your Committee reports that Mr. Arthur Rowell, Library Assistant, resigned his position August 3rd last. Mr Rowells salary was $60 per month.

Thompson raised

We recommend

a. That the salary of Library Assistant Herbert Thompson be raised from $30 to $45 per month.

New clerk

b. That a new assistant be employed at $30 per month.

Mayers raised Woolcock "

c. That the salaries of Library Assistants Ellis H Mayers, & W H Woolcock be each raised from $60 to $65 per month.

d. That said increase of salaries date from Sept 1. 1901

Respectfully A Fawcett
Geo Beaston
W H Wallis
Library Committee

Aug 20/01.

The Library Committee presented the following report on the matter of the

Affiliation of the Association of Stationary Engineers,

San Francisco Aug 20/01.

Stationary Engineers affiliate

Board of Trustees of the Mechanics Institute,

Gentlemen:—At the last meeting of your Board you referred to the Library Committee a communication from the California Association No 3 of the National Association of Stationary Engineers, expressing a desire to affiliate with the Mechanics' Institute.

Your Library Committee has held three meetings on that subject, at two of which a committee from the said Association of Engineers were present. Your Committee is of the opinion that it is in the interest of the Mechanics' Institute to consummate such affiliation as far as may be consistent with our Constitution and By-Laws and to that end we respectfully recommend as follows:-

1st That this Board, on behalf of the Mechanics' Institute, accept said Association in such affiliation; said association to make all necessary modifications in their rules to meet the requirements of our constitution, and no change in our constitution being necessary.

2nd That all members of said association shall become full subscribing members of the Institute within a reasonable time after the adoption of this report and its acceptance by said association.

3rd That the Mechanics' Institute provide a meeting room and an office or Secretary's room for the use of said association with the understanding that such meeting room and Secretary's office may be used for other associations at our discretion.

Chess Room moved.

4th That such meeting room be provided in what is now known as the chess room and that the present newspaper reading room be converted into a room for the combined purpose of reading room and chess room; that the meeting room thus provided, be papered, painted or otherwise put into proper habitable condition; that the present lights be raised to suit the purposes of an assembly hall; that the rostrum now in our possession be properly placed in the meeting room, one light if necessary to be placed over same, and that the necessary tables and chairs which we now have be properly placed in said room.

Assembly Hall established

5th That Room No 23 be converted into a Secretary's office for use of said Association and Kindred associations, and that the necessary alterations or repairs be made therein, and that a locker or wardrobe about three feet wide and seven feet high be provided for said room.

Respectfully
A Taussig
Geo Beaston
Geo H Wallis, Library Committee.

The report was adopted.

On motion of Mr Taussig, the Building and Repairs Committee was instructed to make the changes in the building as recommended in the report.

On motion of Mr Beaston, the Secretary was instructed to communicate with the California Association No 3 of the National Association of Stationary Engineers and submit

Aug 20/01.

to them a copy of the Library Committee report as adopted, for their acceptance.

Classes need improvements

The Committee on Lectures and Classes presented a report stating that in its opinion it would be necessary to make a number of changes in the facilities afforded students, before the classes could be expected to increase. Received and filed.

On motion of Mr Neal the Committee on Lectures and Classes was instructed to bring in a report on what changes and improvements were necessary and the probable cost of the same.

Continuing classes

On motion of Mr Taussig the Chairman of the Committee on Lectures and Classes was empowered to continue the classes, if in his judgment he thought fit to do so.

The Pavilion Committee presented the following report which was adopted.

San Francisco Aug 20/1901.

Board of Trustees of the Mechanics Institute

20th Century Club lease renewed

Gentlemen, Your Pavilion Committee reports as follows:-

The 20th Century Athletic Club made a request to be given a date in August instead of their July date, which they were unable to use, as the Board of Supervisors refused them a permit for a boxing contest in July.

Under their lease of the Pavilion dated February 1st and expiring August 1st 1901 they were given the option of a six months renewal commencing August 1st. They applied for a renewal commencing Sept 1, 1901 Both of these applications were referred to this Committee with power.

We have granted them the August date as requested and we recommend that their lease be renewed for six months from September 1, 1901 subject to the same conditions as the lease of Feb 1, 1901.

Respectfully
Lucky Wagoner
L R Mead
Robt W Neal, Pavilion Committee.

New towers & floor

Mr Neal stated that certain repairs were necessary to the towers and the maple floor of the Pavilion. Referred to Pavilion Committee with power.

The Special Committee appointed to investigate the disclosures of executive session business of the Board was given further time.

The Committee on the proposition of Mr Morocco was given further time.

Letters Read.

Invitation from University of California to services to be held in memory of Prof Joseph LeConte.

From Epworth League thanking Board for courtesies in connection with their recent use of the Pavilion. Received and filed and ordered acknowledged.

Curtin and Art Gallery

From D J Curtin wishing to rent Pavilion Art Gallery and offering $45 per month rent. Referred to Pavilion Committee to report on.

Aug 20/01.

Letter read (continued)

Healy's office hours.

From P. J. Healy in reply to resolution passed at last Board meeting, requesting him to change his office hours as printed on Committee cards, and also the letter authorized the Secretary to erase the numerals and letters after his name on his card, indicating his office hours.

On motion of Mr. Beanston the Secretary was instructed to make the erasures as authorized in Mr. Healy's letter.

Ads for Jan meeting

The Secretary was on motion instructed to advertise the next Institute Quarterly meeting in the daily papers and in the September Library Bulletin if issued in time.

Sala medals

The Secretary stated that Mr. Joseph Sala had received the medals granted him at the Board meeting of April 16th last and wished to know the amount he would have to pay for them. Referred to Finance Committee.

Gas contract

The Secretary stated that the Pacific Gas Improvement Co was ready to sign a contract with the Institute to supply gas for the Library at 75 cts per 1000 cubic feet for one year. Referred to Finance Committee with power.

Folsom st Flag Pole

The Secretary stated that Mr. McNeill, the Folsom St Lot tenant wished to remove the flag staff on the north east corner of the lot as it was in danger of falling. Referred to Folsom St Lot Committee with power.

Mr McNeill's bill

The bill of D. R. McNeill was on motion ordered paid by the following vote:- ayes Beanston, Clark, Bull, Day, Healy, Neal, Mead, Spaulding, Taussig, Mr Eldern, Wagoner, Wallis, Mr President (13) Noes None, Amount of Bill $49.50.

Putting grounds in order for football

On motion of Mr. Neal, the Folsom St Lot Committee was authorized to do the work necessary to put and keep the grounds in proper condition for the football games of the coming season.

The meeting then adjourned

John Cumming
Secretary

James A. Cosgrave
Recording Secretary

Sept 3/01.

San Francisco September 3rd 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Irving.

Present Trustees Beanston, Clark, Bull, Cosgrave, Day, Healy, Mead, Neal, Spaulding, Taussig, von Eldern, Wagoner, Wallis, Mr. President (14). absent None.

The minutes of the previous meeting were read and approved.

The Finance Committee presented bills amounting to $3353.36 and recommended their payment.

The bills were ordered paid by the following vote:- ayes, Beanston, Clark, Bull, Cosgrave, Day, Mead, Neal, Spaulding, Taussig, von Eldern, Wagoner, Wallis, Mr President (13) Noes None. declined to vote Healy (1).

List of Bills

Pay Roll:			
Teggart, F. J.	150.		
Colquhoun, R. D.	90.		
Woolcock, W. H.	60.		
Huntington, Miss S.	45.		
Williams, Miss M. F.	90.		
Thompson, Herbert	30.		
Mayers, Geo. H.	60.		
Blabon, Chester	40.		
Jennings, W.	15.		
Harris, F. E.	50.		
Winslow, A. H.	45.		
Cumming, J. M.	130.		
Buckley, M.	70.	885.	
F. J. Teggart,		35	55
Jos. M. Cumming		52	85
Davis & Watson		250	
Equitable Gas Co.		55	90
Joost Bros.		8	95
Welsbach Co.		31.	
J. P. Brownlee		3	85
Cowen & Cowen		25	50
Pac. States Tel. Co.		21	45
Pac. Gas Imp. Co.		103	
Sprin Valley W. Wks.		106	
Univ. & Pac. Gas Gov Co.		4	50
Century Eclectric Co.		5	
Western L & P Co.		7	55
Pac. Aux. Fire Alarm Co.		24	
Gen. Photo Eng. Co.		1	50
Sunset Press		102	24
Bonestell & Co.		40	62
W. B. Loy		3	50
Keuffel & Esser Co.		1	25
W. P. Fuller & Co.		1	50
Fwd		1781	21

Forwarded.	1781	21
Neville & Co.	10	7
Le Count Bros	11	
Globe Disinfecting Co.	21	
Jos. Figer	3	30
Chas. Ruppel	15	50
A. Fleishhacker	4	
Fishbeck & Glootz	2	
W. & J. Sloane & Co.	1	40
Merc. T. & L. Co.	10.	
Robbinson & Gillespie	12	50
Robinson & Gillespie	19	50
R. G. Denniston	2	
Buchanan Bros.	1	50
Stanley Taylor Co.	3	60
A. Zellerbach & Sons	15	10
Payot Uphan & Co.	38	28
Armstrong & De Guerre	6	
Wm. H. Day	6	
Walter Brunt	7	50
Hicks Judd Co.	53	
Hicks Judd Co.	210	93
Payot Upham & Co.	75	59
Payot Upham & Co.	73	53
Cunningham Curtis & Welch	44	11
Cunningham Curtis & Welch	22	77
Crocker Langley Directory	5	
Sherman Clay Co.	6	
P. M. Husted	4	
L. H. Cary	12	91
Emanu-El	10	
Cumulative Index Co.	8	
L. P. McCarthy	3	50
Emporium & G. R. Bazar	6	31
Pacific Rural Press	3	50
Forward	2511	29

Fwd	3511	29
Scientific Pub. Co.	4	25
D. Appleton & Co.	6	
The Examiner	11	70
Moulton Pub. Co.	5	
Elder & Shepard	44	79
Robt. E. Cowan	41.	
Punnett Bros.	44	
W. B. Walkup	18	
Mercantile Guide Co.	2	50
Mining & Scientific Press	3	50
Chas Scribner's Sons	5.	
Chas. Scribner's Sons	65	97
A. M. Robertson	136	13
A. M. Robertson	76	78
J. H. Boden & Co	5	
Jno. J. Newbegin	103	40
Alex Yost Co	12	60
J. Tauzy & Co.	5	75
S. F. News Co.	5	21
Wm. O. Bacon	5	73
Lemcke & Buechner	64	29
Lemcke & Buechner	90	77
W. M. Weil	31	65
W. M. Weil	33	05
	$	3353 36

Chairman Finance Committee.

Sept 3/01

The Finance Committee presented the following report which was adopted

San Francisco Sept 3, 1901.

Board of Trustees of the Mechanics' Institute -

Prizes Medals

Gentlemen: - Your Finance Committee reports as follows on the matters referred to it: - The medals given to Mr Joseph Sala under resolution of the Board, Apr 16th 01 cost the Institute $11.50. We recommend that Mr Sala be charged cost price

Gas contract

We have signed contract for the Institute with the Pacific Gas Improvement Co. for gas for the Library building for one year from September 1, 1901 at 75¢ per 1000 cu ft. See p. 443.

Harris & Bloom St.

We were instructed to call on Mr Harris who was reported by Mr Tauszky to have made an offer of $2.50 per month for the Folsom St. grounds. We have seen Mr. Harris and he states that he will have a meeting of the directors of his baseball corporation and submit a proposition for the lease of the Folsom St. grounds.

Respectfully

L R Mead

Alphens Buel. Finance Committee.

Gas Contracts

In the matter of gas for the Pavilion and Library Buildings, on motion the Finance Committee was authorized to contract for lighting both buildings for two years with either the Pacific Gas Improvement Co. or the Equitable Gaslight Co. or with each company for one of the buildings.

By request of the Library Committee a letter was read from Cal. Assn No 3, Natl Assn. of Stationary Engineers stating that they would hold a meeting to ratify the action of the Headquarters Committee in accepting terms of the Institute in regard to a meeting place. Received and filed.

Pavilion Art Gallery for dances Mr. Dancer

Pavilion Committee: The matter of Mr Cureton's application to rent the Pavilion Art Gallery for dances was brought up.

A motion to refer the matter back to the Pavilion Committee was lost.

On motion Mr Cureton's request was disallowed.

Morosco offer declined,

The Committee on the proposition of Walter Morosco reported as follows.

San Francisco Sept 3rd, 1901.

Board of Trustees of the Mechanics Institute

Gentlemen: - Your Committee appointed to consider the proposition of Mr. Morosco for leasing the Pavilion, reports: -

That Mr. Morosco will make no material changes in his original proposition presented to the Board at the meeting of July 2 last.

We recommend that his proposition be not accepted and request that the Committee be discharged.

Respectfully L R Mead
R J Tauszky
Geo Beardon Committee.

The report was adopted and the committee discharged.

The Committee appointed to investigate disclosures of executive session business was discharged, given further time.

The Librarian presented the following names as having joined the Institute from Aug 1 to Aug 20th all of whom were on motion approved.

New Members

New Members

New Members.

Jacob Schlosser	Mrs A H Duesenberg	L H Baily
Eugene Dunne	I N K Felle	Mrs C Stanells
Percival Dolman	Mrs Mary W. Hamilton	Mrs C B Wetmore
J J Brown	Chas O Lincoln	Chas H Smoot
Mrs A. Paterson	Wm M. Bunker	Miss Annie Seller
Mrs W J Love	Miss Emma A Wilson	Harry M Goldberg
	Edw K Putnam.	

New Members

The Librarian presented his report for August which was received and the following persons named therein as having joined the Institute were on motion approved

New Members.

Mrs Paul Rieger	Mrs K. Brandagee	Mrs M. D. Dale
Allan G. Fraser	R. Valentine	Mrs K. J. Seymour
Wm Chas Peck	Wm B Craig	Jno R Cole
Herman Hoffmann	Mary E. Fiter	Willy Wilde
Ed Johnson	Geo A Morgan	Nowes English
Miss Jane McClachan	P C. Scheeline	Mrs H. E. Beckheimer
E R Spaulding	Jo Desmond	Mrs Mildred Freud
Ada E. Davenport	David Atkins	Frank A Little

Susan L Hamlin Chas Bishop.

The Librarian presented report for the quarter ending Aug 31, 1901 which was received and ordered read at the coming quarterly meeting of the Institute.

The Secretary presented report for August which was received and ordered spread on the minutes.

Secretary's Report

San Francisco Sept 3, 1901.

Board of Trustees of the Mechanics' Institute

Gentlemen: - I present herewith financial statement for August 1901.

Aug 1, 1901 Cash on hand		$1222.86
Receipts.		
Library dues	907.50	
Ent Fees	47.	
Books	71.05	
Cases	3	
Liby Bulletin	72.60	
Mutual B/K	325	1426.15

Sept 3/01.

Secty Report (Continued)

Pavilion	Rent	244.	
	Hayes St	348.50	
	Ga	89.86	
	Manletto	17.	
	Lighting	20.	
	Damage	2.	
	Licence	20.	
	Sale of Wood	1	
		$ 940.30	
Folsom St Receipts		579.54	$ 1519.84
			2745.99
			3968.85

Expenditures

Library	Books	26.25	
	Expense	32.55	
	Insurance	187.50	
	Library Bulletin	85.08	
	Lighting	106.40	
	Periodicals	37.20	
	Rent real estate	116.58	
	Repairs	25.50	
	Salaries	735.	
	Water	32.20	$ 1384.26
Pavilion	Salary	90.	
	Gas	111.30	
	Electricity	9.55	
	Water	15.25	
	Hayes St	7.75	
	Telephone	16.35	
	Glazing	6.	
	Repairs	1	237.20
Folsom St	Interest	1000.	
	Repairs	49.50	1049.50
General	Salaries	150	
	Interest	111.94	261.94 2932.90

Summary

		Excess of Receipts	Excess of Expenditures.
Library	Receipts	$ 1426.15	
	Expenditures	1384.26	41.89
Pavilion	Receipts	940.30	
	Expenditures	237.20	703.10
Folsom St	Receipts	579.54	
	Expenditures	1049.50	469.96
General	Expenditures		261.94
Decrease in Cash		186.91	
		$ 731.96	$ 731.90

Sept 3/01.

Statement of Bills

	Lobstein	Blo	Ofer	Folsom	Gen	Total
Unpd Aug 1	$ 2189.03	207273	$ 323.05	1000.	150.	$ 5734.81
Embraced in Aug	1100.	62925	248.25	549.50	261.94	2789.44
	$ 3289.03	270248	571.30	1549.50	411.94	8524.25
Paid Aug	$ 320.81	63.45	237.20	1049.50	261.94	2932.90
Unpd Sept 1	1968.22	2639.03	334.10	500.	150.	5591.35

Respy Submitted
Jas M Cumming Secty

The Secretary presented report for quarter ending Aug 31. 1901 which was received and ordered read at the coming quarterly meeting of the Institute.

City Libry wants Pavilion

The President stated that he had attended a meeting appointed by the Mayor of the City to consider the matter of procuring a site for its Free Public Library on which to erect a Library Building with the money donated by Andrew Carnegie. At that meeting the Mechanics' Pavilion Block was favored and a suggestion made that the Institute give the Pavilion Block to the City for the site of the new building.

Motion to give Pavilion to City.

After some discussion Mr. Bull moved that the Institute give away the Mechanics' Pavilion Block to the city for the Carnegie Library.

The motion was unanimously lost.

Embezzlement re Consolidation with Mercantile

Mr Healy called attention to a recent interview in the Call with L.H. Bonestell a Trustee of the Mercantile Library wherein he stated that the Mercantile Library had declined to proceed with the proposed consolidation with the Mechanics Institute because the Institute had refused to agree to any terms except absorption of the Mercantile Library by the Institute without perpetuating the name of the Mercantile Library.

Mr Taussig stated that when he and Mr Mead were on the committee appointed to suggest a candidate for Trustee to fill the vacancy caused by the resignation of Trustee Wm A. Beatty, they had suggested to Mr. J.C. Van Ness, vice President of the Mercantile Library that his name be presented to the Institute for the vacancy, they stating to him that this suggestion was made looking to the consolidation of the two Libraries. Mr Taussig stated that Mr Van Ness said that he was opposed to consolidation and that he believed the majority of the Mercantile Trustees were also opposed to consolidation and he declined to allow his name to come before the Institute, and thereupon Mr Taussig and the Library Committee dropped the matter of consolidation.

The meeting then adjourned

Jas M Cumming
Secretary

James A. Cosgrave
Recording Secretary

Sept 7/01

Quarterly.

Quarterly

San Francisco, September 7th 1901.

Regular Quarterly Meeting of the members of the Mechanics Institute called to order on the 3rd floor of the Mechanics Institute Library Building tonight at 8 o'clock by President D.C. Ewing - 52 members being present.

The minutes of the annual meeting of March 9th last were read and approved.

Mayor Phelan and site for Carnegie Library

The regular order of business was temporarily suspended and President Ewing stated that the Mayor of the City Hon James D. Phelan was present and wished to address the meeting.

Mayor Phelan stated that Andrew Carnegie had recently agreed to give the City $750,000, to be spent for a main and branch buildings for the Free Public Library on condition that suitable sites for the buildings be provided by the City. He stated that the Committee having the selection of a site in charge, favored the present Mechanics' Pavilion location and his object in addressing the meeting was in regard to its disposal to the city. He spoke of the possibility that the Institute might deed its entire property in trust to the Free Library Trustees leaving them to carry out the objects of the Mechanics' Institute or if this was not deemed advisable he requested to know if the Institute would sell the Pavilion Block to the city and if so, at what price.

Special meeting to be held -

Mr. E.A.T. Gallagher moved that when the meeting adjourn it adjourn for two weeks from tonight, that the members be notified of the meeting and that the special business of the meeting be the matter of the disposal of the Institute properties.

Mr. R.J. Tavaring moved that the motion be amended to read that when the meeting adjourn it adjourn to the call of the chair, the balance of the motion reading the same.

The motion as amended by Mr. Tavaring was adopted.

The regular order of business was resumed.

The Librarians reports for the two preceding quarters were read and ordered spread on the minutes.

The Secretary's reports for the two preceding quarters were read and ordered spread on the minutes.

Pres reports.

The President reported -

The resignation of Trustee W.T. Beatty and the election by the Board of Gov. Class 4 to fill the vacancy.

The sending out to the members of return postals to obtain their views on the matter of new Library building &c. together with the statement of replies received.

The settling of the lawsuits of J. Seidl & Co and A.B. Silver against the Institute.

The affiliation of Cal. Assn No 3. Nat'l Assn of Stationary Engineers and the statement that the Technical Soc'y had appointed a committee to confer with the Institute looking towards affiliation.

Quarterly.

Sept 7/01.

Librarians Report

San Francisco June 4/1901.

Board of Trustees of the Mechanics' Institute

Gentlemen:- I herewith present a report of the Library for the quarter ending May 31.1901.

Receipts

New Members	$ 217.50	
Quarterly Dues	466 00	
Monthly Dues	9.	
Evening Classes	6.	
Books Paid for (105)	116.45	
Fines (572)	92.	
Library (1280)	128.	
Ads in Bulletin	28.20	
Sale old Yearpapers	.50	
Subs to Bulletin	.50	
Catalogs	.50	
Subpoena fee	6.	$ 5271.65

Membership

143 Subscribing members have joined the Institute, 167 have withdrawn leaving now on the list 3783 members.

Books

There were added to the Library 1280 volumes, classified as follows,

Periodicals	29	Science	34
Bibliography	38	Useful arts	116
Philosophy	14	Fine arts	96
Religion	11	Literature Essays	70
Sociology	166	Poetry and Drama	45
Philology	10	Fiction	561
History	46	Biography	31
Description & Travel	23		

Binding 161 volumes were bound and 252 old volumes rebound.

Circulation

There were given out for home use 31,381 Books, a daily average of 402.

The Library was open 78 days

Respectfully submitted

Frederick J. Teggart

Librarian

Sept 7/01

Quarterly

Librarians Report

San Francisco Sept 3, 1901.

Board of Trustees of the Mechanics Institute.

Gentlemen:- I present herewith a report of the Library Work for the quarter ending August 31. 1901.

Receipts

New Members	143.	
Quarterly Dues	4372.	
Books Paid for (74)		16.55
Fines (532)		78.65
Extras 1176.		117.60
Classes		3
Library Bulletin		20.90
Sundry Old Papers Sold		55.25
		$ 5306.95

Membership.

143 Subscribing members have joined the Institute, 120 have withdrawn and 271 have been dropped for non-payment of dues, leaving now on our list 3535 members.

Books

There were added to the Library 806 volumes, classified as follows,

Bibliography	14	Literature	36
Philosophy	16	Fiction	280
Theology	35	History	37
Sociology	80	Geography Travels	22
Science	18.	Biography	25.
Useful arts	54	Periodicals	156
Fine arts	33	Total	806

Binding - 311 volumes were bound and 412 volumes rebound.

Circulation There were given out for home use 51.248 books, a daily average of 657.

The Library was open 78 days.

It will be of interest to note that 20000 more books were given out in this, than during the preceding quarter, an increase of 250 books in our daily average.

It may also be noted that the receipts show an increase of $77.50 over the corresponding quarter of last year.

Respectfully

Fred'k J Taggart

Librarian.

Quarterly

Sept 7/01.

Secretary's Report.

San Francisco June 4, 1901.

Board of Trustees of the Mechanics' Institute

Gentlemen:- I present herewith financial statement for quarter ending May 31/1901.

May 1. 1901	Cash on hand.			$ 1039.17
		Receipts		
Library	Dues	4750.50		
	Ent Fees	143.		
	Books	335.45		
	Classes	6.		
	Library Bulletin	28.70		
	Donations	10.		
	Mutual Work	975.		
	Sundry	8		$ 6256.65
Pavilion	Rents	2581		
	Hayes St Rents	1115.		
	Damage	10.80		
	Gas	219.50		
	Electricity	33.70		
	Lighting	51.		
	Water	20.		
	Licenses	10.		
	Scavenger	10.		
	Telephone	9.50		
	Sale old goods	4.80		$ 4065.30
Folsom St.		14.	14	
Bills Payable		4000	4000	
				$ 14335.95
				$ 15375.12

Expenditures

Library	Books	$ 1477.45	
	Lick Fund	106.70	
	Binding	573.49	
	Classes	182.	
	Expense	368.21	
	Fuel	130.34	
	Furniture	19.25	
	Library Bulletin	78.75	
	Lighting	332.20	
	Periodicals	1434.77	
	Rents & taxes	343.85	
	Salaries	2187.	
	Taxes	700.38	
	Water	41.40	$ 7975.79

Sept 7/01

Quarterly

Secty reps Cash. Expenditures

Fund. $ 7975.79

Pavilion – Salary 210
Labor 8
Repairs 16.85
Gas 78.85
Coal 19.05
" Hayes St 14.40
Repairs " " 59.
Glazing 4.80
Telephone 16.55
Insurance 36.
Supplies 19.19
Scavenger 10.
Taxes 1798.08 — $ 2310.77

Folsom St. Interest $ 1.500
Insurance 50
Repairs 107.55
Taxes 405.44
Water 6.95
Expense 10 — 2079.94

General Salaries 450
Interest 42.71
Profit Loss. 7.50 — $ 1399421

Summary
Fees of Receipts

June 1/01 Cash $ 1380.91
Fees of Expenditures

Library
Receipts $ 6256.65
Expenditures 7775.79 — $ 1719.14

Pavilion Receipts $ 4065.30
Expenditures 2310.77 — $ 1.754.53

Folsom St Receipts 14
Expenditures 2079.94 — 2065.94

Bills Payable 4000.
Salaries General 450.
Interest 42.71
Profit Loss 7.50.
Increase in cash 341.74

$ 5754.53 — $ 5,754.53

Respectfully
J. M. Timmony
Secty

Quarterly

Sept 7/01.

Secretary's Report San Francisco Sept 3/01.

Board of Trustees of the Mechanics Institute.

Gentlemen:— I present herewith financial statement for the quarter ending Aug 31. 1901.

June 1. 1901 Cash on hand. $ 1380.91

Receipts

Library Dues $ 4372
Entrance Fees 143.
Books 212.80
Mutual Sav Bk 995.
Library Bulletin 520.90
Paper Sold 54.90
Binding 35
Cases 3 — $ 6281.95

Pavilion Rents $ 2025.50
Hayes St Rents 1121.
Gas 166.40
Lighting 26.
Mantels 12.
Electricity 7.50
Damage 4.50
License 30.
Sale of Old goods 4.30 — 3397.20.

Folsom St Receipts 585.54 — $ 10.264.69
11. 645.60

Expenditures.

Library Books 162.12
Lock Rent 12.98
Binding 407.32
Cases 120.
Expense 324.41
Insurance 187.50
Library Bulletin 249.73
Lighting 272.
Music 3.
Periodicals 49.80
Rent & Taxes 412.98
Repairs 25.50
Salaries 2236. — $ 6104.84

Pavilion
Salary 210.
Labor 85.
Gas 278.25
Electricity 44.05
Lighting 49.
Repairs 11.50
Glazing 6
Scavenger 12.
License 21.
Telephone 34.30
Insurance 284.90
Water 27.85
" Hayes St 18.75
" Repairs " 18.50
Sundries 2 — fwd 1073.10 — $ 7,177.94

Secty Report.

Folsom St	Interest	$ 2000	$ 7177.94	
	Repairs	49.50	2049.50	
General	Salaries	450		
	Interest	332.21		
	Profit & Loss	600	1382.21	$ 10699.65
				1035.95

Sept 1. 1901 Cash on hand

Summary

Library		Folsom		Receipts	
Receipts	$ 6281.75	Receipts	$ 177.11	Expenditures	
Expenditures	6104.87				
Pavilion Receipts	3397.20				
Expenditures	1073.10		2324.10		
Folsom receipts	585.54				
Expenditures	2049.50				$ 1,463.96
General Expenditures					1382.21
Decrease in Cash			344.96		
			2846.17		$ 2846.17

Statement of Bills

Gen'l Bill Summary	Lib Gen	Lib	Cal	Folsom	Genl	Total
	$ 1542.89	3332.21	771.90	112.5	150	6922.00
Contra Dr.	4319.95	1517.04	635.30	1549.50	1382.21 / 1532.21	9404.00
	$ 5862.84	4849.25	1407.20	2674.50	1382.21	16326.00
Pd in Dr.	3894.62	2210.22	1073.10	2049.50	1382.21 / 150	10.609.65
Unpd Sept 1.	1968.22	2639.03	334.10 Less	625 / 125 / 500	Less	5716.35 / 125 / 5591.35

The Statement of membership Aug 31st as follows

Honorary	9
Life	187
Paid ahead 4 quarters	1
" " 3 "	8
" " 2 "	11
" " 1 "	150
Even ad 4 Sept 1.	2087
Due 1 qr	590
" 2 "	237
" 3 "	108
" 4 "	76
" 5 "	73
" 6 "	6
Total	$ 3543

Total no reported by Libn 3535.

Respectfully Jno M Cummings Secty

Unfinished Business

Kinne amendment laid on table

Mr. H.C. Kinne moved that the amendments to Sections 4 and 5 of Article IX of the Constitution proposed by him at the last annual meeting of the Institute be laid over until the next quarterly meeting.

Mr. Eat. Gallagher moved that the amendments be laid on the table.

Mr Gallagher's motion was carried.

Amendment adopted

Mr George Cumming moved that the amendment offered by him at the last annual meeting of the Institute to Section One (1) of Article Seven VII of the Constitution be adopted.

The Chair appointed Dr E.O. Hardcastle and Wm Mooser Jr. tellers, the tellers reported 44 ayes and no noes on the motion to adopt the amendment whereon the Chair declares the **Amendment adopted.**

Mr. George Cumming moved the adoption of the amendment proposed by him at the last annual meeting of the Institute to Section Ten (10) of Article Eleven XI of the Constitution. The same tellers were appointed as before, they reported the vote on the motion 3 ayes, 30 noes, whereon the Chair declared the amendment lost.

Clerk Confirmed

On motion of Mr. R.J. Tancey, the election of Geo A Clark by the Board of Trustees to the vacancy in the Board caused by the resignation of W.A. Beatty was confirmed.

Amendment.

Mr H.C. Kinne presented the following, **Amendment.**

San Francisco Sept 7th 1901.

To The Members of the Mechanics' Institute.-

I move to amend Sections 4 and 5 of Article IX of the Constitution by striking out the entire sections and by substituting in their place and stead the following to be known as Sections 4 and 5 respectively.

SEC. 4. The voting shall be by the process known as the preferential method of proportional representation, as follows:

a. Each voter shall have one vote, but may vote in the alternative for as many of the candidates as he pleases, by writing the figures 1, 2, 3, etc., opposite the names of those candidates in the order of his preference.

b. The ballot papers having been all mixed, shall be drawn out in succession and stamped with numbers, so that no two shall bear the same number.

c. The number obtained by dividing the whole number of good ballot papers tendered at the election by the number of Trustees to be elected, shall be called the Quota. If such number has a fraction, such fractional part shall be deducted.

d. Every candidate who has a number of first votes equal to, or greater than, the Quota, shall be declared to be elected, and so many of the ballot papers containing those votes as shall be equal in number to the Quota shall be set aside as the Quota of that candidate, in a suitable envelope, and sealed and signed by the Judges of Election. On all other ballot papers, the name of such elected candidate shall be deemed cancelled, with the effect of raising by so much in the order of preference, all votes given to other candidates after him. This process shall be repeated until no candidate has more than a Quota of first votes, or votes deemed first.

e. Then the candidate or candidates having the fewest first votes, or votes deemed first, shall be declared not to be elected, with the effect of raising so much in the order of preference all votes given to candidates after him or them, and the preceding rule shall be again applied, if possible.

f. When by successive applications of the foregoing rules, the number of candidates is reduced to the number of Trustees remaining to be elected, the remaining candidates shall be declared elected.

Sept 4/01

Quarterly.

Kinne's amendment (continued)

g. If, in the process of ~~the~~ elimination, there be a tie between the candidates having the lowest number of votes, the ballots shall be taken from the respective files of such candidates alternately, in alphabetical order, until a candidate is elected, when that one of the remaining candidates having the ~~lowest~~ number of ballots shall be declared not elected, and the elimination shall proceed as hereinbefore provided. And if, at the close of the elimination, there ~~be~~ tie, and only two candidates left, and one Trustee yet to be elected, then that candidate having the highest number of first votes shall be declared elected.

h. At the Quarterly meeting in December, any member in good standing may nominate any member as a candidate for the Board of Trustees; and such candidate may be voted for at the annual election of such Trustees, provided the following conditions shall have been, then or thereafter, complied with:

i. On or before the first Tuesday in January, such nominee shall file, or cause to be filed, with the Secretary his acceptance of such nomination, to which shall be added the signatures of not less than ~~twenty-five~~ members of the Institute in good standing, setting forth that they intend to vote at the ensuing election for such nominee as their first choice for Trustee. Thereupon, the name of such nominee shall be placed by the Secretary upon the list of candidates for the Board of Trustees, to be voted for at the ensuing election, as hereinbefore provided. And the names of all candidates shall be placed upon said list and printed on the ballot papers in alphabetical order. And said list shall also be placed by the Secretary in conspicuous places within the Institute, and due publicity otherwise given thereto by the Secretary, through the press and other available means.

SEC. 5. It shall be the duty of the Board of Trustees to prepare ballots suitable for the proportional and preferential methods in the preceding section designated, with a view to carry out the provisions therein specified.

Respectfully Submitted
W. C. Kinne.

The meeting then adjourned
Jos M Cummings
Secretary

James A. Cosgrave
Recording Secretary

San Francisco September 17, 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Irving.

Present Trustees Beaneton, Clark, Bull, Cosgrave, Day, Healy, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis, the President (13) absent, Mead (1)

The minutes of the previous meeting were read and approved.

Chas Kirkshank and Night Course with Cogswell

The meeting was then addressed by Mr. Parton Kirkshank, President of Cogswell Polytechnic College. Mr Kirkshank stated that he contemplated establishing a night school in connection with the Cogswell College, with the object of offering a course in mechanical or mining engineering to young men who could not take a University course, his idea being to have the Mechanics' Institute and Cogswell College handle the matter jointly, the College providing the laboratory, building, and other equipments, the Institute paying the teachers salaries.

At the request of the President, Mr Kirkshank agreed to make his proposition in writing.

The Finance Committee presented the following report.—

San Francisco Sept 17/01.

Board of Trustees of the Mechanics' Institute.—

Gas contracts signed

Gentlemen,— Your Finance Committee reports as follows:—

We have signed contract with the Pacific Gas Improvement Co. for gas for the Library Building for two years @ 75¢ per 1000 cu ft, with an agreement that they will meet the cut of any other company.

We have signed contract with the Equitable Gaslight Co. for gas for the Pavilion for one year at 50¢ per 1000 cu ft.

We present bill of Russell Newton for $69.50 and recommend that it be paid

Respectfully L. R. Mead
Alpheus Bull
Geo. A. Clark. Finance Committee

The action of the Committee in signing gas contracts was approved.

The bill was ordered paid by the following vote:- Ayes Beaneton, Clark, Bull, Cosgrave, Day, Healy, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis, the President (13) Noes None.

Technical Society affiliation

Library Committee— Mr Taussig stated that a meeting was to be held with a Committee from the Technical Society to discuss affiliation.

Cost of fitting up Classes

Lecture and Class Committee. Mr von Geldern submitted a statement of an estimated cost of $215 to put the class room in proper condition. The Committee was given further time.

Pavilion & St Mary's Cathedral

Pavilion Committee— Mr Wagoner stated that the Pavilion was rented to St Mary's Cathedral for a bazar from Oct 14/ Nov 2 next and that the rentees had asked for a reduction in rents. Mr Wagoner stated that he had made them

Sept 17/01.

a proposition that if they would give up their lease Oct 31 so the building could be rented for a ball Nov. 2nd that the rent would be $5 per day less, Referred to Pavilion Committee with power to lease as per Mr Wagoners statement

Flag pole & Policeman

Mr. Bull moved that the Fiberm St Lot Committee be authorized to have a carpenter to take down the old flag pole on the N.E. corner of the lot, The motion was carried: The Committee on discretionary expenditures was given further time.

The Librarian presented the following names as having joined the Institute, all of whom were on motion approved.

New Members

New Members

M. H. Albee,	J B Williams	J N Macdonald	Edw P Kaufman
Gen Blackman	Nes Vanden Naillen	H S Fraser	J N Weil
W H Churchman	E Wiberg	Wm Terriel	Cmte de Parc de Locmaria
H C Friday	N A Hyne	Chas W Crosfend	J H Stanton.
John H Godbold	Frank E Smith	J Y Boyglin	Chas Fahey.
L W Holbrook	F E Mason	J G Carter	Fred Paton
John Hanna	Chas Stackhouse	C Thompson	Mrs J R Jackson
L T Jones	Sydney Hull	Thos Stockham	Wm N Hoeft.
J. E. Jarvis	Chas Belchers	W M Jenkins	H H Simpkins
H H Kinman	J C Leary	J. Malcolm	Mrs J. Johnson
Chas Knights	C C Clausen	M J Haley	~~Wm N Hoeft~~
A M Locke	H J Walters	Frank N Bates	~~H H Simpkins~~
N E Leland	J R Hood	Catlovic	Jos Huber
H W Myers	W N Munro	John Thapman	Mrs W B. Lee
H K Moulthrop	J S Moody	A E Roberts	Aug F. Fick
J M Lackie	Thos Mirk	W M. Brown	Richard Brocon
A S McLean	Chas Dick	A G Rackwell	R Reynolds.
J O Messer	W F Martin	Geo N Buttrick	Robt A G Clark
F N Nuttall	W Jameson	W W Phillips	Miss A. Mills
H C Parrish	N Kessler	J K Holtzman	S M Fowler
E N Peters	W C Kington	John Burness	N Ellis.
John Robertson	J N Morrissey	Geo Luttig	O C Huefner
Thos Stevenson	Richd Wallace	Mrs E R Gallagher	A W. Wilson
J Sunkel	Frank O Renetheim	Barton Kirkbank	Earle Alexander
H S Saville	S L Ogilvie	R D Fowler	Amos H. Kimball
H J C Trimble	W F Brandon	Miss Mary Graham	Stephen's Rainey
Geo Trimble	J E Raphael	Geo J Hannan	Jno. K. Rattley
Miss Linda Lowenberg	Hobbs S Henrix	Theodore Bonner	
H L Rothschild.	Hoyt S Holm	Mrs M P Lockey	

Letters Read

From the Gas Engineers Association asking to have their gas regulators put in the Institute. Referred to Buildings and Repairs Committee.

Gas Engineers accept

From Gas Assn No 3 Math Assn Gas Engineers, stating that they had accepted the terms of the Institute in regard to their affiliation with the Institute. Received and filed.

Libry Roof

The Secretary called attention to the Library Roof needing painting. Referred to Buildings and Repairs Committee.

Chessmen

The Secretary stated that the Chess players wanted three new sets of chessmen. Referred to Library Committee with power.

Pav donated for McKinley Memorial

Mr. Wallis moved that the use of the Pavilion be donated for the public memorial services for the late President of the U.S. William McKinley to be held Sept 19 next. The motion was carried.

Special meeting of members

On motion the President was requested to call the special meeting, voted for at the last quarterly meeting, for Tuesday September 24, 1901

The meeting then adjourned

J. W. Armstrong
President

James A. Cosgrave
Recording Secretary.

Sept 24/1901. Members Specials

Members Special Meeting.

San Francisco September 24th 1901.

A Special meeting of the Members of the Mechanics Institute was held in the Assembly Hall, 31 Post St tonight at 8 o'clock, about 200 members being present.

The meeting was called to order by President Irving who stated that the meeting had been called by him and that the

Consolidation with Free Library

Object of the Meeting was,

1st To consider the consolidation of the Mechanics Institute with the Public Library as proposed by Mayor Phelan, a member of the Institute, at the last Quarterly meeting, and

Sale of Pavilion

2nd - In case of the rejection of the first proposition to authorize the Trustees to sell the Pavilion Block to the city as a site for the Public Library.

Motion to convey to Free Library Lost

Mr D J Healy moved

That the property of the Mechanics Institute be conveyed in trust to the Free Public Library of the City and County of San Francisco, subject to certain conditions to be hereafter named by the Trustees of the Mechanics Institute.

Mr Horace D Dunn raised the point of order that such motion was out of order until after the change of the Constitution of the Institute, permitting such action. The Chair overruled the point of order.

Mr Healy's motion was lost the vote being ayes 14; noes 197.

Mr Joseph Rothschild presented a resolution in regard to the sale of the Pavilion Block to the City which after suggested alterations by Mr Horace Dillon and Mr. Chas Wesley Reed was presented in the following form.

Resolution to Sell Pavilion adopted.

Resolution to sell Pavilion for Public Library Site.

Resolved, That the Trustees of the Mechanics Institute be and they are hereby directed and authorized to offer for sale and sell the property known as the Pavilion Block to the city as a site for the Public Library for such sum of money as may be determined and adjudged to be the marketable value thereof, by at least three competent Real Estate experts to be by them selected and employed for that purpose. The amount so determined to be value thereof and the said offer of sale to be subject to confirmation by the members thereof, at a special meeting called for that purpose eight days from date; said offer to be accepted before March 1, 1902.

Mr Robt H Neal moved to amend by providing that the price should be fixed by the Board of Trustees. The amendment was lost.

Mr Rothschild's motion was **adopted.**

The meeting then adjourned to meet Wednesday October 2nd 1901.

J. W. Cumming
Secretary

James A. Cosgrave
Recording Secretary

Specials. Sept 27/01.

Specials

San Francisco Sept 27th 1901.

Special Meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Irving.

Present Trustees Beanston, Clark, Cosgrave, Healy, Mead, Neal, Spaulding, Taussig, von Eelden, Wagoner, Walls, Mr President 12 - Absent Trustees Bull & Day. (2)

Experts to appraise Pavilion

The President stated that he had called the meeting to appoint experts to appraise the Pavilion Block in accordance with the resolution adopted at the special meeting of the Members of the Institute held September 24th last.

The Board then proceeded to ballot for experts. Messrs Neal and Spaulding were appointed tellers.

The vote resulted as follows;-

G N Umbsen & Co	10
Shainwald Buckbee & Co	9
Thomas Magee	6
O S & A S Baldwin (not separated)	6
J J Haymes (Madison Burks &)	3
J J Gilmore	2.

The Chair declared Messrs G N Umbsen & Co, Shainwald Buckbee & Co and Thomas Magee elected.

The Board then proceeded to ballot for an alternate expert.

The vote resulted as follows

J J Haymes	5
A S Baldwin	4
O S Baldwin	2
J J Gilmore	1.

The Chair declared Mr Haymes elected.

The Chair appointed Trustees Mead, Clark and Taussig a Committee to employ and arrange terms with the experts.

Fee for experts,

On motion the Committee was instructed to fix a fee for each expert not to exceed $100 cash or not to exceed $250 contingent on a sale to the city being made. Roll call on the motion being unanimous, ayes 12 noes none.

Mr Wagoner moved to substitute Madison Burks & Co as experts in place of Thos Magee. The motion was lost.

The meeting then adjourned.

J. W. Cumming
Secretary

James A. Cosgrave
Recording Secretary

Oct 1/01.

San Francisco October 1st 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Ewing.

Present Trustees Beanston, Clark, Bull, Healy, Mead, Neal, Spaulding, Tawzey, von Geldern, Wallis, Mr. President (11) absent Trustees Cosgrave, Hay, Wagoner (3).

The minutes of the meeting of Sept 17th last were read and approved

Mr. Cosgrave entered

The minutes of the meeting of Sept 24th last were read and approved.

The Finance Committee reported cash on hand $1929.36

and recommend for payment pay roll for Sept. 892.50

University of California 1000 1892.50.

The bills were ordered paid by the following vote:- ayes, Beanston, Clark, Bull, Cosgrave, Mead, Neal, Spaulding, Tawzey, von Geldern, Wallis, Mr. President (11) Noes none, Healy declines to vote, Healy (1)

The Finance Committee presented the report of P. Van Pelt, expert, showing the books examined to Sept 1st 1901. Received and filed.

Painting Roof

The Buildings and Repairs Committee recommended that they be authorized to call for bids and award contract for painting roofs of Library building. The recommendation was adopted by the following vote:- ayes, Beanston, Clark, Bull, Cosgrave, Healy, Mead, Neal, Spaulding, Tawzey, von Geldern, Wallis, Mr. President (12) Noes none.

The Library Committee recommended for purchase books amounting to $335. The recommendation was adopted by the following vote:- ayes, Beanston, Clark, Bull, Cosgrave, Mead, Neal, Spaulding, Tawzey, von Geldern, Wallis, Mr. President (11) Noes none - Declines to vote Healy (1)

Lib'y Com.

The Library Committee presented the following report,

San Francisco Oct 1. 1901.

Board of Trustees of the Mechanics Institute,

Technical Soc'y.

Gentlemen, Your Library Committee reports as follows.

We have had a conference with a committee from the Technical Society & discussed the matter of the affiliation of the Society with the Institute. At this meeting the preliminaries were discussed, and the prospects now seem favorable for an early affiliation of the Society.

We recommend,

Carpet Room 23

1st That room 23 on the top floor which will be used for offices for affiliating Societies be carpeted.

Backford for asst.

2nd That Herbert Backford be employed as assistant in the Library (to take the place of assistant Powell, who resigned a short while ago) at a salary of $60 per month,

Oct 1/01.

Miss Williams gets leave

Miss Williams, the cataloguer has applied for a leave of absence from Sept 1, 1901 to January 1st next.

3rd We recommend that the leave of absence be granted without salary and that the Librarian be authorized to employ a temporary substitute at a salary not to exceed $75 per month.

Respectfully,

D. Tawzey.
Geo Beanston.
Geo H. Wallis, Library Committee.

The recommendation to carpet room 23 was referred to the Buildings and Repairs Committee with power.

The recommendation in regard to a library assistant was adopted and the Board proceeded to vote for the assistant. The Chair appointed Messrs. Neal and Bull tellers. On motion the Secretary cast the ballot of the Board for Herbert Backford for library assistant and the chair declares him duly elected.

Mr. Wagoner entered.

The recommendation to fix Mr. Backfords salary at $60 per month was adopted by the following vote:- ayes, Beanston, Clark, Bull, Cosgrave, Mead, Neal, Spaulding, Tawzey, von Geldern, Wagoner, Wallis, Healy, Mr. President (13) Noes none.

The Library Committee's third recommendation was adopted by the following vote:- ayes, Beanston, Clark, Bull, Cosgrave, Mead, Neal, Spaulding, Tawzey, von Geldern, Wagoner, Wallis, Mr. President (12) Noes Healy (1)

Changes in Class Room

The Lectures and Classes Committee, Mr. von Geldern presented the following list of changes necessary for the class room.

Estimate for proposed improvements to class rooms.

15 single drawing tables (with drawers complete)	@ $8	$120
Electric light for each seat		15
28 partitions for free hand drawing class		30
6 electric lights and one combination of 4 lights with reflector		15
Plaster casts		10
Total		$190-

On motion the improvements were ordered made and the money ordered expended for that purpose by the following vote:- ayes, Beanston, Clark, Bull, Cosgrave, Healy, Mead, Neal, Spaulding, Tawzey, von Geldern, Wagoner, Wallis, Mr. President (13) Noes none.

On motion the Buildings and Repairs Committee was instructed to make the changes just ordered. Roll call on the motion being - ayes, Beanston, Clark, Bull, Cosgrave, Healy, Mead, Neal, Spaulding, Tawzey, von Geldern, Wagoner, Wallis, Mr. President (13) Noes none

Lib'y Bulletin.

Mr. Cosgrave for the Printing and Advertising Committee stated that the Committee had been negotiating with the Sunset Press to take over the publication of the Library Bulletin and he presented a letter from the Sunset Press agreeing to do so.

Oct 1/01.

Bulletin and Sunset Press. (Amended Oct 15)

Mr Eggrave present form of agreement with the Sunset Press providing
For the printing of 4500 copies monthly of the Bulletin,
For its delivery to the Institute members and its exchanges,
For the Institutes approval of all advertising,
The Institute to be under no expense whatever,
The Sunset Press to receive all money paid for advertisements,
Agreement to run one year from Oct 1. 1901.

On motion the agreement was approved and the President and Recording Secretary authorized to sign it.

Pavilion – The Secretary stated that the store at 24 Hayes St. was vacant, and a party had agreed to take it if the front room would be papered. Referred to Pavilion Committee with power.

Real Estate Experts on Pavilion

The Board then went into Executive Session.

Mr. Mead for the Committee appointed at the meeting of Sept 27th last, to employ real estate experts stated that Thos Magee had declined to act and that the Committee had employed Shainwald Buckbee & Co, C N Umbsen & Co and Madison and Burke at a compensation of $200 each, contingent on the Pavilion Block being sold to the City.

Pub. Valuation

The report of the experts was read. It placed the value of the Pavilion Block at $600,000, exclusive of improvements. (Letter spread on minutes of Oct 2nd 1901).

It was moved that the report be received and read at the adjourned special meeting of the members of the Institute to be held tomorrow night.
A motion to amend to read – That the report be adopted as the value placed upon the Block by the Board and that the same be recommended for adoption at tomorrow nights special meeting – was declared out of order.
A motion was then carried – That the Board receive the report of the experts and place it before the members tomorrow night.

Letter to members re Pav for $50,000

After a short recess the Board discussed the matter of selling the Pavilion Block to the city. It was carried to recommend to the members meeting October 2nd that the Pavilion Block be offered to the city as a site for the Public Library for $50,000, the Institute to be allowed to remove the present improvements – and a letter setting forth the ideas of the Board on the matter was dictated by Mr Beaneton and ordered presented at the members meeting of Oct 2nd, (Letter spread on minutes of meeting of Oct 2, 1901,
The Board then returned to regular session.

The Librarian presented his report for September and the following names mentioned therein as having joined the Institute were on motion approved.
(See next page).

Oct 1/01.

New Members.

New Members

M C Couchot	Wm Balmaule	C D Sedley
Jas B Newsom	Miss M Walters	Howard Harron
A Hinds	Mrs H C Moore	Hugh Adams Jr
M J Kuhl	Mrs F Hedwicks	J L Mc Farland
Wm J Smith	L M Vermehr	R C Kirk
Chas de Veuve	Julius Hart	H P Craig
Jno K Orr	Miss Ada C Goddard	Stanley S Eubick
Mrs A H Beatty	A Hangen	

The Secretary's Report for September was received and ordered spread on the minutes.

San Francisco Oct 1 1901.

Board of Trustees of the Mechanic's Institute –
Gentlemen: – I submit herewith financial statement for September 1901.

Sept 1. 1901 Cash on hand. $1035.95

Receipts

Library	Dues	$2355	
	Ent Fees	135	
	Books	78.75	
	Cases	22.	
	Libry Bulletin	11.50	
	Mutual Sav Bk	325.	
	Expense Moneys	11.50	
	Donations	120	$3055.75
Pavilion	Rents	570.	
	Hayes St Rents	352.50	
	Gas	61.65	
	Lighting	12	
	Electricity	76.50	
	Damage	24.20	$1027.85 — $4083.60
			$5119.55

Expenditures.

Library	Books	$909	
	" Lick Fund	79.64	
	Binding	258.98	
	Expense	126.25	
	Furniture	54.77	
	Insurance	274.	
	Lighting	124.05	
	Library Bulletin	203.06	
	Music	6.	
	Periodicals	37.63	
	Printing Stately	119.98	
	Repairs	69.50	
	Salary	675.	
	Water	15.25	$2953.11

Oct 1/01.

Secty's Report Contd.

Pavilion Salary	$70		$2953.11
U.S. Licence	10.		
Local Licence	21.		
Water Hayes St	12.95		
" Pavilion	78.30		
Repairs Hayes St	3.85		
Gas	58.90		
Sanitas	52.50		
Telephone	6.30		
Hardware	8.95	319.75	
General Salary	150.		
Interest	108.33	258.33	353.119
Oct 1. 1901 Cash on Hand			1588.36

Summary

	Net Rects.	Net Expenditures
Library. Rects	3055.75	
Expen	2953.11	102.64
Pavilion Rects	1027.85	
Expen	319.75	708.10
Genl Expen		258.33
Increase in Cash	810.74	552.41
		810.74

Statement of Bills.

	Liby Genl	Bookstore	Pav.	Folsom	Genl.	Total.
Unpd Sept 1.	1968.22	2639.08	334.10	500	150	5591.35
Contracted in Sept	1017.20	448.29	467.60	504.15	258.33	2695.57
	2985.42	3087.32	801.70	1004.15	408.30	8286.92
Pd in Sept	1664.31	1288.80	319.75		258.33	3531.19
Unpd Oct 1	1321.11	1798.52	481.95	1004.15	150	4755.73

Respectfully Jno McClymonds Secty.

Letters Read,

Mrs. Sowerby lectures

From Elizabeth A. Sowerby a member of the Institute, asking the use of the Assembly Hall to deliver a lecture on "Heredity", and the use of the hall later for classes in the study of Heredity". Referred to Committee on Lectures and Classes with power

Cogswell School and Night classes declined

From Barton Quinkshank, President of Cogswell Polytechnic College in response to request made at the Board meeting Sept 19th last, the letter outlined his plan for establishing a night school course in Engineering, by the Mechanics Institute and Cogswell College jointly.

On motion the Secretary was instructed to write Mr Quinkshank that the Constitution of the Institute would not permit the acceptance of his proposition.

Oct 1/01.

Spaulding Com to see Printers

Mr. Taussig stated that the Librarian desired to form a collection of the catalogues, reports &c printed in this city. Mr Taussig moved the appointment of a committee of one to interview the printers of the city and to request them to contribute from work done by them. The motion was carried. The Chair appointed Mr Spaulding as the Committee.

Fox Vanks

The Secretary stated that the Superintendent of Golden Gate Park wished to know if the Institute would sell the Pavilion Fox Vanks to the Park and if so at what prices.

Referred to Pavilion Committee.

Jno McClymonds
Secretary

James A. Cosgrave
Recording Secretary.

Oct 7/01. Members Special

Adj. Special

San Francisco October 2nd 1901.

The Special Meeting of the Members of the Mechanics Institute adjourned from September 24th 1901 met in the Assembly Hall of the Mechanics' Institute tonight at 8 o'clock, President S. C. Irving in the Chair, about 75 members being present.

The minutes of the members special meeting of September 24th 1901 were read and approved.

Trustees present report.

The Board of Trustees of the Institute presented the following to the meeting.

Library of the
MECHANICS' INSTITUTE
31 Post Street
San Francisco, California

San Francisco, Oct. 2, 1901.

To the Members of the Mechanics' Institute,
Ladies & Gentlemen:-

At a special meeting of the members of the Mechanics' Institute held September 24th, last, a resolution was adopted in regard to the sale of the Mechanics' Pavilion Block to the city as a site for the Public Library. Said resolution instructed your Board of Trustees to appoint three real estate experts to adjudge the marketable value of the Block.

In accordance with this instruction the Board of Trustees of the Mechanics' Institute held a special meeting September 27, 1901, and appointed as experts to appraise the value of the Pavilion Block the real estate firms of Shainwald, Buckbee & Co., C. H. Umbsen & Co., and Madison & Burke. On Tuesday, October 1, 1901 Messrs. S. C. Buckbee, representing the firm of Shainwald, Buckbee & Co., H. P. Umbsen, representing the firm of C. H. Umbsen & Co., and John T. Farmes, representing the firm of Madison & Burke, presented their report to your Board of Trustees on the valuation of the Pavilion Block. The report of the experts is attached hereto for your consideration and action.

BOARD OF TRUSTEES OF THE MECHANICS' INSTITUTE.

(Signed) S. C. Irving.
President.

(Signed) James K. Cosgrave,
Recording Secretary.

The report of the experts attached to the above reading as follows

Members special Oct 2/01.

Experts value Pavilion at $600,000

San Francisco Cal. Sept 30th 1901

Mr. Lewis R. Mead,
Chairman Finance Committee of Board of Trustees
of Mechanics' Institute, City.

Dear Sir,- We the undersigned appraisers appointed by your Committee, have appraised the value of the Block of land, belonging to the Mechanics' Institute, bounded by Larkin, Polk, Hayes and Grove Sts, being known as Western Addition Block No 2 and being in size two hundred and seventy five (275) feet by Four hundred and twelve (412) feet and six inches (6) as the sum of

Six Hundred Thousand Dollars ($600,000.)

This value is for the land only, and does not take into consideration any of the improvements thereon.

S. C. Buckbee
John T. Farmes
Henry P. Umbsen

The Board of Trustees also submitted the following.

Board recommends $750,000

San Francisco, Oct. 2, 1901.

To the Members of the Mechanics' Institute,
Ladies & Gentlemen:-

In presenting to the Mechanics' Institute the report of the experts as to the market value of the Pavilion Block, the Board of Trustees desires to express its own opinion on the sale of the lot, and the valuation that should be put upon it.

The value placed upon the lot by the experts is simply the so called market value thereof, but the Board of Trustees, after having given the matter very careful consideration, is of the opinion that the lot is worth very much more money. Your Board deems it proper to say that the Mechanics' Institute should not attempt to demand as large an amount for the lot as might be obtained in a private sale between individuals. It deems it wise to ask for the lot an amount which the Board considers necessary to carry out the purposes of the founders of the Mechanics' Institute, and to furnish a suitable home for the Mechanics' Institute Library.

All things considered the Board of Trustees deems the Pavilion lot actually worth an amount in excess of $750,000. but it is not the policy of the Mechanics' Institute to ask a larger sum than $750,000. because with this amount the purposes of the founders of the Institute could, we think, be properly carried out.

Your Board of Trustees therefore recommends that the lot in question be offered to the city through the Board of Supervisors for the sum of $750,000. with the understanding that the Institute be allowed to remove all improvements from the property.

Besides furnishing a magnificient home for the library, your Board of Trustees thinks it would be wise and public spirited to continue to maintain a large public hall to take the place of the Mechanics' Pavilion for the purpose of accomodating large assemblies of a private and public character.

If the Mechanics' Pavilion is simply torn down and destroyed for the purpose of making a place for the Public Library, the city would feel the loss of the magnificient assembly hall now furnished in the Mechanics' Pavilion.

It has been suggested in the Board of Trustees, and the suggestion has met with considerable favor, that the Mechanics' Institute might well afford to continue to be public spirited to such an extent as to remove the present Mechanics' Pavilion Building to the lot owned by the Institute on the corner of Folsom & 18th Streets.

Respectfully submitted,

BOARD OF TRUSTEES, MECHANICS' INSTITUTE,

(Signed) S.C. Irving, President.

(Signed) Jas. K. Cosgrave, Rec. Secty.

Oct 2/01 — Members, Special.

Experts report rejected

Mr. Joseph Rothschild moved that the report of the experts appraising the Pavilion Block at $600,000 be rejected.

The motion was carried:- ayes 49; noes 24. Messrs. Jas K. Cosgrave and Robt W. Neal acting as tellers.

Mr. Joseph Rothschild presented the following and moved its adoption.

Pavilion offered for $750,000

Resolution to sell Pavilion Block for $750,000.00

San Francisco October 2, 1901.

Resolved, That the Members of the Mechanics' Institute, at an adjourned special meeting thereof, held this day, hereby ratify and confirm the action of the Board of Trustees in fixing the amount of $750,000 as the present market value of the Property known as the Pavilion Block, exclusive of the improvements, and also the offer of its Trustees to sell the same to the City as a site for the Public Library, exclusive of improvements, provided the said offer to sell the same for the aforesaid amount be accepted by the City, before March 1st 1902, and payment of said sum be made by the City to the Mechanics' Institute before October 1st 1902.

Mr. P. J. Healy moved to amend Mr. Rothschilds resolution by substituting $650,000 for $750,000. The amendment was lost.

Mr. Rothschilds resolution was adopted, Ayes 64; noes 5- Messrs James K. Cosgrave and Robt W. Neal acting as tellers.

The meeting then adjourned.

John Cumming
Secretary

James K. Cosgrave
Recording Secretary.

Special — Oct 7/01.

Special to sell Pavilion to City.

San Francisco October 7th 1901.

Special meeting of the Board of Trustees of the Mechanics' Institute held today at 12.30 P.M. at the office of the Mechanics Institute. President S. G. Irving presiding. Roll Call see below.

The President stated that he had called the meeting to authorize the sale of the Pavilion Block to the City as a site for the Public Library, in accordance with the resolution adopted at the adjourned special meeting of the members of the Mechanics Institute held October 2nd last.

Present Trustees Branston, Black, Bull, Cosgrave, Mead, Tarpey, Wagoner, Mc. President (8) Absent Trustees Day, Healy, Neal, Spalding, von Geldern, Wallis (6).

Mr. Mead presented the following and moved its adoption.

Resolution to offer Pavilion Block to City for $750,000

San Francisco, Oct. 7, 1901.

WHEREAS: At an adjourned special meeting of the members of the Mechanics' Institute held October 2, 1901, called to determine the question of the sale of the Mechanics' Institute Pavilion Block to the City and County of San Francisco as a site for the Free Public Library, the Board of Trustees of the Mechanics' Institute recommended to the members of the Mechanics' Institute that the said Pavilion Block be offered for sale to the said City and County as a site for the said Public Library for $750,000., and

WHEREAS: At the said adjourned special meeting the following resolution was adopted:

"Resolved that the members of the Mechanics' Institute, at an adjourned special meeting thereof, held this day, hereby ratify and confirm the action of the Board of Trustees in fixing the amount of $750,000. as the present market value of the property known as the Pavilion Block, exclusive of the improvements, and also the offer of its Trustees to sell the same to the city as a site for the Public Library, exclusive of improvements, provided the said offer to sell the same for the aforesaid amount be accepted by the city, before March 1st, 1902, and payment of said sum be made by the city to the Mechanics' Institute before October 1st, 1902."; therefore be it

Resolved, That the Board of Trustees of the Mechanics' Institute offer the said Pavilion Block to the said City and County as a site for the said Public Library for $750,000. subject to the conditions as set forth in the following letter:-

San Francisco, Oct. 7, 1901.

To the Mayor and Board of Supervisors
of the City and County of San Francisco.
Gentlemen:-

"The Board of Trustees of the Mechanics' Institute offers to sell to the City and County of San Francisco for a site for its Free Public Library, all that land in said City and County, known as Western Addition Block 3, bounded by Hayes and Grove and Larkin and Polk Streets, for the sum of Seven hundred and fifty thousand (750,000.) Dollars in cash in Gold Coin of the United States, upon the following conditions.

1st That the said City and County of San Francisco duly and legally accept this offer not later than March 1st, 1902.

2d. That the full purchase price is paid to the Board of Trustees of the Mechanics' Institute in United States Gold Coin not later than October 1st, 1902.

3d. That the Mechanics' Institute shall not be obliged to make or deliver any deed to said property until the full purchase price is paid, and upon a failure on the part of the said City and County of San Francisco, to strictly carry out all the conditions herein, this offer shall immediately become null and void and the Mechanics' Institute shall not be obligated to sell said property.

Oct 7/01 Special

4th. All improvements on the said property shall remain the property of the Mechanics' Institute and it shall be allowed a reasonable time to remove the same after full payment of purchase price.
Time is of the essence of this offer, and of said conditions.

and be it further

Resolved: That the foregoing letter, making offer of sale, be signed by the President and Recording Secretary of the Mechanics' Institute, and that it be sent to the Board of Supervisors of the City and County of San Francisco.

Mr. Meads motion was carried by the following vote:- Ayes Trustees Beanston, Clark, Bull, Cosgrave, Mead, Fawcett, Wagoner, Mr. President (8) Noes None (0).

The meeting then adjourned

John Lemmon Secretary

James D. Cosgrave Recording Secretary.

Oct 15/01.

San Francisco October 15th 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Deering.

Present - Trustees Beanston, Bull, Healy, Neal, Spaulding, Fawcett, Wallis, Mr. President (8) Absent - Trustees Clark, Cosgrave, Day, Mead, Von Geldern, Wagoner, (6).

The minutes of the meeting of October 1st last were read and approved.

Mr Cosgrave entered.

The minutes of the special meeting of Oct 7th last were read and approved.

(Mr Wagoner entered)

The Finance Committee reported Cash on Hand 1230.56 and recommended for payment bills amounting to 1695.91.

The bills were ordered paid by the following vote:- ayes Beanston, Bull, Cosgrave, Neal, Spaulding, Fawcett, Wallis, Mr. President (8) Noes None; declines to vote Healy. 1

Mr Wagoner entered.

List of Bills

Chas. Scribner's Sons.	72	09
John J. Newbegin	31	60
Payot Upham & Co.	426	06
Lemcke & Buechner	82	78
Cunningham, Curtis & Welch	91	32
A. M. Robertson	66	54
Pac. States Telephone Co.	21	50
Spring Valley W. Wks.	46	85
H. Esner	52	
Davis & Watson	129	50
S. F. Gas & Electric Co.	7	90
Center Lumber & Mill Co.	6	
A. Serensky	7	55
Equitable Gas Light Co.	31	25
Globe Disinfecting Co.	12	25
Holbrook, Merrill & Stetson	6	25
Mercantile T. & L. Co.	3	
Willson Bros.	9	
W. M. Weil	7	10
F. P. MacInnes	3	50
Library Bureau	11	15
John Partridge	42	30
Jos. Waterburn Co.	5	
Univ. Pac. Gas Gov. Co.	1	50
Pac. Gas & Improvement Co.	36	75
Western Light & Power Co.	11	15
A. Rulfs	13	50
Sunset Press	98	
Bonestell & Co.	68	50
Hicks Judd Co.	294	02
	1695	91

Bld + Rep.

The Buildings and Repairs Committee presented the following report

SF Oct 15/01.

Roof painted

Board of Trustees Mechanics Institute:-

Gentlemen:- Your Buildings and Repairs Committee reports as follows:-

1. We have let the contract for painting the Library Roof & W R Eaton, for $147.50 that being the lowest bid.

2. We will have the new desks for the drawing class shortly.

Basement wiring.

3. The Inspector for the underwriters has condemned the electric light wiring in the basement as being unsafe. As some changes in the basement lighting were ordered for the classes, we recommend

Oct 15/01.

that this Committee be authorized & make such additional changes as are required for the proper protection from fire.

Wash stand 3rd floor.

4. The old iron wash stand on the porch of the 3rd floor was in such disreputable condition that we replaced it with a new marble washstand at a cost of $15.

Fillers

5. The matter of giving our members filtered drinking water has been spoken of at times. We find that the Rapid Safety Filter Co will place 4 5 gallon filters in the building for $4 per month and the opinion of the Board in this matter is desired.

Respectfully
Alpheus Bull
Library Wagoner Bld & Rep Com.

The request of the Committee in regard to basement wiring was granted.
The action of the Committee replacing washstand was approved by the following vote:- ayes, Beaston, Bull, Cosgrave, Healy, Read, Spaulding, Taussig, Wagoner, Wallis, Mr President (10) Noes none.
The Committee was given further time in the matter of filters.

Printing and Advertising Committee- Mr Cosgrave presented a new contract with the Sunset Press for publishing the Library Bulletin and differing in the matter of terms from contract presented at last regular meeting, the new contract giving the Sunset Press the option of renewing the contract at the end of the first year.

On motion of Mr Cosgrave the new contract was adopted and the President and Recording Secretary authorized to sign it. New contract as follows:-

Contract with Sunset Press for Lib. Bulletin

Memorandum of agreement between the Mechanics Institute and Sunset Press to issue the Mechanics Institute Library Bulletin.

The Sunset Press agrees

1st To print monthly, without cost to the Mechanics Institute for one year commencing Oct 1. 1901, the Library Bulletin of the Mechanics Institute; said Bulletin to be 7 by 10½ inches in size and of the same general style and makeup as the numbers of said Bulletin issued by the Mechanics Institute during June, July and August 1901.

2nd To deliver without cost to the Mechanics Institute, one copy each month to each member of the Mechanics Institute, and to each one of the Mechanics' Institute exchanges.

3rd. To print, without any expense to the Mechanics Institute, enough copies each month to comply with the preceding paragraph and 500 additional copies to be delivered to the Mechanics Institute.

4th To print in Bulletin each month ten consecutive pages of matter from copy to be furnished by the Mechanics Institute

5th To submit all advertising for Bulletin to the Mechanics Institute for its approval before publishing, and to publish no advertisement which may be disapproved by the Mechanics Institute

The Mechanics Institute agrees

1st That the Sunset Press shall collect and receive all money paid for advertisements printed in said Bulletin

2nd. In the event that at the expiration of this contract it shall not be renewed

Oct 15/01.

and there be any unexpired contracts on which the Sunset Press shall have paid commissions then in the event that said unexpired contracts shall be taken advantage of by the Mechanics' Institute in subsequent issues of the Library Bulletin – the Mechanics Institute will allow the Sunset Press amount advanced for said commissions on said unexpired contracts.

It is mutually agreed that the Mechanics Institute shall furnish copy for its 16 pages not later than the 15th of each month and that the Sunset Press shall deliver bulletins not later than the 5th of the following month.

It is understood and agreed that the Mechanics' Institute shall not be liable for any agents commissions or any other expense whatever for printing and delivering said Bulletin.

It is understood and agreed that at the expiration hereof, the Sunset Press shall have the option of renewing this agreement for one year more, provided it shall notify the Mechanics Institute in writing to that effect on or before September 1. 1902.

San Francisco October 1. 1901.

Sunset Press 116 Jessie St
A Hawton Secy
(Seal)

Mechanics Institute
by A Deering President
James K Cosgrave Secy
(Seal)

The Committee on Reclosing of Executive Session Business was given further time.

New Members

The Librarian presented the following names as having joined the Institute all of whom were on motion approved

New Members

A H Wilds
H Douglas
F E Reichenberg
V Huber
G G Norris
H L Gear
D M Delmas
Chas Fontana
F Murat
Mrs L Murat
Gordon Ross
H Heyer

L Blumenthal
Mrs E B du Bois
Mrs F R Swett
Geo F Anderson
E H Webb
D M Moses
Mrs A M Convey
Chas H Shepard
Mrs A C Nelson
J N Vassault
H N James
G Spencer Jr

J W Greene
Mrs A J Kanzee
Robt H Fletcher
Mrs C Francovich
Max Sondheander
J H Gassett
C W Fassenholt
Miss E R Harris
W J Huntington
Miss B M Clifford
D Campbell
L. H Brown

Jno Kitchen Jr

The minutes thus adjourned
D M Timmony
Secretary

James K. Cosgrave
Recording Secretary

Nov 5/01.

San Francisco, November 5th, 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute, called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Irving.

Present Trustees Beanston, Clark, Day, Mead, Spaulding, Taussig, von Geldern, Wagoner, Wallis, Mr. President. (10) absent Trustees Bull, Cosgrave, Healy, Neal (4).

The minutes of the previous meeting were read and approved.

The Finance Committee reported Cash on Hand $2554.31 and recommended for payment - 1st Bills amounting to $1544.46. and 2nd. $ Garrett W McEnerney, for services as attorney in the suit of Silver vs Mechanics Inst. $200 besides costs expended by him.

Both recommendations were adopted by the following vote - ayes, Beanston, Clark, Day, Mead, Spaulding, Taussig, von Geldern, Wagoner, Wallis, Mr. President (10) Noes None. (See bills opposite)

Woman to keep toilets clean

For the Library Committee - Mr. Taussig recommended that the Committee be authorized to expend a sum not to exceed $15 per month to keep the ladies toilets clean. The recommendation was adopted by the following vote. - Ayes, Beanston, Clark, Day, Mead, Spaulding, Taussig, von Geldern, Wagoner, Wallis, Mr. President (10), Noes None.

Pavilion - The Secretary stated that the Church Fairs recently held in the Pavilion had asked that the expense of replacing seats in the Pavilion amounting to about $10 be remitted. Referred to Pavilion Committee with power.

Folsom St. - Mr. Wallis moved that the Folsom St Lot Committee be authorized to employ an inspector to inspect the stands on the lot for which the Institute is responsible, prior to the football game next Saturday. The motion was adopted.

G. R. Pierson dead.

Mr. Wallis stated that Mr. George R. Pierson formerly a Trustee of the Institute had recently died and he moved that the Secretary be instructed to write a letter of condolence to Mrs. Pierson's widow. The motion was carried.

The Librarian presented his report for October which was received and the following persons names thereon as having joined the Institute were on motion approved.

New Members.

J. J. Woodruff -	Miss C. H. Fleischman -	Mrs. A. W. Cook -	Miss A. Eells.
H. A. Griffin	N. N. Mosher	Geo. J. Mansell -	E. A. Miller
Miss M. Fuller.	Miss M. Moffat -	Mrs. K. M. McCulloch -	Miss J. G. Porter
G. K. Brumley -	A. S. Howe -	J. Boost	Sam Burgon
Maurice Hales -	Miss Nora Cleary -	J. Van Denburgh -	E. O. Haber
Mrs. J. M. Kenty -	J. Lawson -	Mrs. N. Hitchcock -	Mrs. Lucy Eells.
John Slater -	Fred Schultz -	R. W. Maulenet (Re-instated)	

Nov 5/01.

List of Bills.

Pay Roll	$923	Fund.	$1262.20
J. M. Fleming	200.30	W. J. Patrick	5.50
J. J. Taggart	88.05	Mysell Rollins Co	31.
P. Van Pelt	25.	Bulletin	18.
J. J. Gas Elec Co.	18.65	Traveller	1.75
A. Sventsky	7.80	Pac Sta & Ptg Co.	23.10
Sunset Press	18.50	J. P. Brownlee	49.76
Equitable Co Reg't Co	30.90	B. H. Stevens	154.15
Fund	$1262.20		$1544.46

Backford Left

Hammond hired.

Librarians Report (continued).

The Librarians report stated that Mr. Hubert Backford had resigned as Library assistant, the report recommended that Mr. H. Hammond be appointed in Mr. Backfords place at a salary of $60 per month, but that further action on the appointment be postponed for the present. The recommendation was adopted by the following vote, - ayes, Beanston, Clark, Day, Mead, Spaulding, Taussig, von Geldern, Wagoner, Wallis, Mr. President, (10) Noes None.

The Secretaries report for October was received and ordered spread on the minutes.

San Francisco Nov 5/01.

Board of Trustees of the Mechanics Institute

Gentlemen, - I submit herewith financial statement for Oct. 1901.

Oct 1. 1901	Cash on Hand -			$1588.36
	Receipts.			
Library	Dues.	$1368		
	Ent Fees	61.		
	Books	60.70		
	Classes	10.		
	Liby Bulletin	45.		$1867.70
	Mus Cab Bk	325.		
Pavilion	Rents	1657.50		
	Wages & Rents	394.		
	Gas	15.50		
	Lighting	2.		
	Electricity	9.50	$2078.50	
Folsom St.			274	$4222.20
				$5,810.56

Expenditures.

Library	Books	$705.55	
	Binding	294.02	
	"Lick Fund"	64.84	
	Classes	60.	
	Expense	56.45	
	Lighting	62.90	
	Liby Bulletin	166.50	

Nov 5/01.

	Guard & Janty	58.45	
	Salary	612.50	
	Wages	18.20	2099.41
Pavilion	Salary	70.	
	Water Hayward	20.50	
	" Pavilion	8.15	
	Lighting	52.	
	Insurance	129.50	
	Gas	31.25	
	Electricity	7.90	
	Repairs	13.55	
	Telephone	6.15	339.00
Blooms St	Interest		1000.
General	Salary	150	
	Interest	111.94	261.94
			$3700.35
Nov 1/01	Cash on Hand		$ 211.21

Summary

	Net Receipts	Net Expenditures
Library Rects	1869.70	
Expen	2099.41	$ 229.41
Pavilion Rects	2078.50	
Expen	339.	1,739.50
Blooms St Rents	274	
Expen	1000	726.
Genl Expenditures		261.94
Increase in Coin		521.85
	1739.50	$ 1739.50

Statement of Bills.

	Libry	Boilers	Pavilion	Folsom	Genl	Total
Unpd Oct 1.	$ 1191.61	$ 1798.52	$ 611.45	$ 1004.15	$ 150	$ 4755.73
Contracted in Oct	1818.55	381.13	1831.85	953.75	261.94	5247.22
	$ 3010.16	$ 2179.65	$ 2443.30	$ 1957.90	$ 411.94	$ 10,002.95
Pd in Oct	1035.	1064.41	339.	1000.	261.94	$ 3700.35
Unpd Nov 1	$ 1975.16	$ 1115.24	$ 2104.30	$ 957.90	$ 150	$ 6302.60

Respectfully
Jos M Cummings Secty

Affiliation of Tech. Socy.

The following letter was read.

San Francisco Nov 4/01.

Trustees Mechanics' Institute -

Gentlemen, -The Technical Society of the Pacific Coast has decided by vote of its members to affiliate with the Institute on the lines indicated in the agreement submitted by its committee. If favorably acted upon by your Trustees the Society would be ready to move into the Institute Building by Dec 1. 1901. Yours Respectfully Alb von Geldern Sec Tech. Soc.

Nov 5/01.

Technical Socy affiliates

Conditions attached to letter of Technical Society

The Technical Society agrees

1. To pay to the Mechanics Inst. the sum of $1.00 entrance fee for each and every resident member of the Tech Soc, not already a member of the Mech Inst.
2. To pay quarterly the sum of $1.50 the regular dues of the Mech. Inst. for each and every member as described above.
3. To deliver its books and periodicals to the Mechanics' Institute to become an integral part of its Library except as hereinafter provided.

It is the purpose and intent of this agreement that every resident member of the Tech Soc. or any person who shall hereafter become a resident member of the Tech Soc. shall also be a member of the Mech. Inst. complying with its Constitution and By Laws.

The Mechanics' Institute agrees

1. To reserve for the use of the Technical Soc free of charge, its lecture hall on the first Friday evening of every month and to provide also free of charge, suitable office room for the transaction of its business. Said hall and room to be open to all members of the Tech Soc. without distinction.
2. To bind such volumes of the periodicals belonging to the Tech Soc. now unbound, if said volumes are not already contained in the Library of the Mech. Inst.
3. To give to those members of the Tech Soc who reside at a distance greater than 50 miles from SF upon presentation of a certificate signed by the Secretary of the Tech Soc, the same privileges as are now granted to strangers when properly introduced by members of the Mechanics' Institute.

Should the Technical Soc. desire to withdraw from this agreement, it may do so by giving the Mech. Inst. 3 mos. notice of such intention and if such withdrawal should take place, the Technical Soc shall have the right to remove all of the books and periodicals hereby conveyed to the Mech. Inst., except such as may have been bound at the expense of the Mech. Inst.

Mr Tansig moved that the foregoing proposition of the Technical Society be adopted and that the Secretary be instructed to notify the Society that we accept the terms of affiliation as presented with three added of Nov 4, 1901. the motion was unanimously adopted.

Letters Read.

From Eliz. A. Sawyer thanking the Board for allowing her the use of the Assembly Hall for her lecture. Received and filed.

From the A Vidal Co. submitting proposition to sell to the Institute a Lot at Oakwood and 18th Sts. Received and filed and proposition declined

---

From O B Tourtellot submitting proposition for rent of Pavilion Art Gallery for skating rink. Referred to Pavilion Committee with power.

YWCA gets donation

Rev H. C. A Stone asking for free membership in Institute so they could use books from Library. On motion a donation of $7 to pay entrance fee and one year's

Nov 5/01.

membership in the Institute was made a the Home by the following vote:— ayes, Beanston, Clark, Day, Mead, Spaulding, Taussig, von Eeldern, Wagoner, Wallis, Mr. President (9) Noes none.

Fish Tanks

From John McLaren asking what the Institute would do about selling the Pavilion Fish Tanks & the Golden Gate Park, Referred to Pavilion Committee with power.

Gas Lights

From Universal Pac. Gas Gov Co. submitting proposition for taking care of Library lights. Referred to Building and Repairs Committee.

The Secretary submitted the Janitors inventory of the property in the Pavilion Received and filed. The meeting then adjourned.

Jos M Cumming
Secretary.

James S. Cosgrave
Recording Secretary

Nov 19/01.

San Francisco November 19, 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 P.M. by President Deering.

Present Trustees Beanston, Bull, Cosgrave, Day, Neal, Spaulding, Taussig, von Eeldern, Wagoner, Wallis, Mr. President (9) absent, Trustees Clark, Healy, Mead (3)

The minutes of the previous meeting were read and approved.

The Finance Committee reported cash on hand $3085 and recommended for payment bills amounting to $3494.88.

The recommendation was adopted by the following vote:- ayes, Beanston, Bull, Cosgrave, Day, Neal, Spaulding, Taussig, von Eeldern, Wagoner, Wallis, Mr. President (9) Noes none.

Bills Ordered Paid.

City & County Tax Collector	2697	30
S.F. Gas & Elect. Co.	19	25
Pac. States Tel. Co.	42	80
Spring Valley W. Wks.	38	85
Chas. Scribner's Sons.	74	70
Jas. H. Lamb Co.	7	
Pac. News Paper Union	5	
Payot Upham & Co.	152	84
Bancroft Whitney Co.	7	50
Equitable Gas Light Co.	36	90
John Quadt	12	70
Central Lumber & Mill Co.	1	
J. P. Brownlee	2	25
John H. Boden & Co.	5	
John J. Newbegin	22	30
G. Lindauer	6	
E. L. Snell	8	15
Henry Ernst	20	25
Fishbeck & Glootz		80
W. P. Fuller & Co.	4	75
Le Count Bros	6	50
W. R. Eaton	47	50
Jos. Fredericks Co.	15	
Bent & Meyerderks	3	50
Jos. Figer	7	15
H. Simpson	2	50
Globe Disinfecting Co.	21	85
John B. McIntyre	10	30
J. C. Irvine & Co.	2	00
Joost Bros.	5	55
H. Elsner	22	25
A. Serensky	3	
Univ. & Pac. Gas Gov. Co.	3	
Wiesber & Co.	9	
Welsbach Co.	13	95
A. Rulfs	9	
Hicks Judd Co.	99	
Chas. M. Plum & Co.	49	15
	~~3496 03~~	
	3494.88	

Mr. Wagoner withdrew.

Gas Gov Co. to care for lights

No fitter.

The Buildings and Repairs Committee presented the following report,

San Francisco Nov 19/01.

Board of Trustees of the Mechanics Institute.

Gentlemen:— Your Building & Repairs Committee reports as follows.

In regard to the proposition of the Universal and Pacific Gas Gov Co. to take charge of the gas in the Building renewing all mantels, chimneys and shades for ~~x~~ by so they mined, we recommend that the proposition be tried for a few months and if found satisfactory be continued.

We do not think it advisable to place a filter in the Building and so recommend.

Nov 19/01.

new reflectors

We have purchased one dozen new reflectors for the first floor of the Library for $21. These reflectors have been distributed & as a greatly improve the lighting.

Respectfully
Alpheus Bull
Luther Wagoner
Geo. T. Day Bldg & Repairs Com.

The recommendation in regard to pillows was adopted.
The purchase of shades was confirmed by the following vote:- ayes. Beaneton, Bull, Cosgrave, Day, Neal, Spaulding, Taussig, von Eelden, Wallis, Mr President vs Noes None. (see next page for action on gas lights)

omission see p 469.

The Library Committee presented the following report.

San Francisco Nov. 19/01.

Board of Trustees Mechanics Institute

Gentlemen:- Your Library Committee reports as follows.

Remainte Women toilets

1. In accordance with the authorization granted at the last meeting we have employed a woman to keep the ladies toilets clean, at an expense of $12 per month.

Distributing libraries announcements

2. The Institute has been put on the distributing list of a number of Eastern publishing houses. We have received from these houses copies of their lists of books published. These lists have the name of the Mechanics' Institute printed on them and they are being issued at our delivery desk.

Cowan Library Cards bot

3. The John Crerar Library of Chicago has for sale catalogue cards for about 5000 books with the cataloguing printed on them. The books catalogued on the cards are nearly all in this Library. As blank catalogue cards cost us $2.50 per 1000 and we can buy these Crerar Library cards for $3 per 1000 we ask authority to purchase them. The expenditure would be about $60.

Exception to building Soc's

4. In view of the importance of the affiliation of the Stationary Engineers and the Technical Society with the Institute, your Committee thinks this event should be signalized in some appropriate manner. Your Committee is of the opinion that the Institute should give a reception to its affiliating societies and we recommend that such a reception be held some time next month.

Need of Painting

5. We recommend that the Committee on Building and Repairs be requested to report to the Board the cost of necessary painting and cleaning in the Library rooms.

Respectfully
R Taussig
Geo Beaneton
Geo H Wallis Library Com

The recommendation in regard to the catalogue cards was adopted by the following vote:- ayes Beaneton, Bull, Cosgrave, Day, Neal, Spaulding, Taussig, von Eelden, Wallis, Mr President (10) Noes None.
The recommendation as to painting estimate was adopted; The recommendation to hold reception was adopted and the Management Committee instructed to take charge of same.

Nov 19/01.

→ (To follow reports Bd & Com. top of previous page.)

The recommendation in regard to the gas lights was adopted by the following vote:- ayes Beaneton, Bull, Cosgrave, Day, Neal, Spaulding, Taussig, von Eelden, Wallis, Mr President (10) Noes None.

The Pavilion Committee presented the following report.

San Francisco Nov 19/01.

Board of Trustees Mechanics Institute

Gentlemen:- Your Pavilion Committee reports as follows on the following matters referred to it with power.

Gallery rented Skating Rink.

We have rented the Art Gallery & O B Toilettes for a skating rink at $75 per month. The agrees to close up any night the Pavilion is rented down stairs.

We have declined to remit charges for replacing seats for recent bazar of St Mary's Cathedral. We had to pay for removing garbage left by them and we do not think we ought to make any rebate.

Sale of fish tanks

We have notified the Superintendent of Golden Gate Park that we will sell all the fish tanks including glass for $100, they to take the tanks down themselves. This does not include the piping or railing.

Respectfully Luther Wagoner
Robt W Neal - Pavilion Committee.

Fish Tanks donated to Park.

Mr Bull moved that the fish tanks be donated to Golden Gate Park. The motion was carried.

Com discharged

Mr Bull, Chairman of Committee on discussion of Executive session Business asked that the Committee be discharged. The request was granted.

The Librarian presented the following names as having joined the Institute all of whom were on motion approved.

New Members

New Members

Mrs. H B Wade	Mrs J A Zagoskey	Mrs R C Hall
Robt Fisher	H A Young	Mrs B Macmonagle
H Beck	H B Jones	Gabrielson
Harry Dumont	John Baun	Mrs Rosewald
Capt H H Ludlow	Sam Counham	Miss M L Wheeler
J J Armstrong	Mrs W M Taylor	Mrs H C Reynolds
Miss E G Pritchard	Hy. A Harrison	Mrs N M Kafle
Mrs A A Lustig	Mrs H Trumley	Geo Luce
Rev J Nieto		

Letters Read

Bess Medal

From Dr B. Marshall Chairman Recent Institute Chess Tournament stating that the medal had been won by Valentine Huber. The matter of purchasing medal was referred to the Finance Committee with power.

Nov 19/01.

Rent refunded.

From Br. Waagje Secty of Com on Reception & Entertainment requesting refund of money paid for Pavilion rent, the reception have been declared off on account of death in Grist Brucks family,
On motion the rent was ordered refunded by the following vote:- ayes, Beanston, Bull, Cosgrave, Day, Neal, Spaulding, Taussig, Don Feldevn, Wallis, Mr President (9) Noes None.

Congress.

From the Transvaal League asking the Institute to sign petition to Congress to pass resolution of sympathy with the Boer Republics Acted on the latter.

Next meeting.

The Secretary was instructed to advertise the next quarterly meeting of the Institute in the daily papers. The meeting then adjourned,

John Cumming
Secretary

James S. Cosgrave
Recording Secretary

Dec 3/01

San Francisco Dec 3rd 1901.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Irving.

Present Trustees Beanston, Clark Bull, Healy Neal, Spaulding, Taussig Mr President (8) absent Trustees Cosgrave, Day, Mead, Don Feldevn, Wallis, Wagoner (6)

The minutes of the previous meeting were read and approved.

Olympic Club wants refund

The meeting was then addressed by Mr Muma manager of the Olympic Club Football Team, he stated that the Olympic Club had rented the Folsom St. lot for Thanksgiving Day and had paid $50 extra rent for use of the extra seats on the grounds. He stated further that on account of the bad weather they had lost money and he asked that the $50 be refunded.

Mr Wagoner entered.

The Finance Committee reported cash on hand — $ 1304.49
and recommended for payment bills amounting to — $ 2161.00

The recommendation was adopted by the following vote:- ayes, Beanston, Clark, Bull, Neal, Spaulding, Taussig, Wagoner, Mr President (8) Noes None (0) Declines to vote Healy (1).

Bills Ordered Paid

Pay Roll:			
Teggart, P. J.	150.		
Colquhoun, R. D.	90.		
Woolcock, W. H.	65.		
Huntington, Miss S.	45.		
Thompson, M.	45.		
Myers, G. M.	65.		
Atherton, Harlow	20.		
Hammond, F. L.	60.		
Sheppard, Miss. J.L.	65.		
Blabon, Chester	40.		
Jennings, W.	15.		
Harris, F. E.	50.		
Winslow, A. H.	45.		
Buckley, M. C.	70.		
Behrnd, G. [illegible]	30.		
Latimer, L. P.	30.		
Cumming, Jos. M.	150.	1035	
University of California		1000	
P. J. Teggart		25	45
Pac§ Gas Imp. Co.		35	50
Bishop A.B.C. Guide		2	50
The Chronicle		27	30
The Call		11	70
Abend Post		1	95
Examiner		11	70
Evening Post		8	40
The Guide		1	50
		$2161	00

Painting 2nd floor ordered.

The Committee on Buildings and Repairs presented a report stating that the necessary painting and cleaning of 2nd floor would cost about $250

On motion the Committee was instructed to go ahead with the work by the following vote:- ayes. Beanston, Clark, Bull, Healy, Neal, Spaulding, Taussig Wagoner Mr President (8) Noes None (0)

The Library Committee recommended for purchase Books amounting to $64.05
The recommendation was adopted by the following vote.- ayes, Beanston, Clark, Bull,

Dec 3/01.

Neal, Spaulding, Taussig, Wagoner, McPresident (8) Noes None, Declined & Voit Healy (1).

The Library Committee presented the following report.

San Francisco Dec 3, 1901.

Board of Trustees of the Mechanics Institute

Gentlemen:— Your Library Committee recommends

Woolcock and Mayne raised

1. That the salaries of Messrs. Woolcock and Mayne be raised to $75 a month, beginning December 1st 1901.

Cat. cards from U.S. Libry

2. That the Library subscribe to the plan for co-operative cataloguing just inaugurated, by which the Library of Congress will supply printed cards for new publications, and that the sum of $50 be remitted on deposit to the Government Printer to cover the orders sent in.

Respectfully Submitted

R. J. Taussig

Geo Beaston Library Committee

The first recommendation was adopted by the following vote:- ayes, Beaston, Clark, Bull, Neal, Spaulding, Taussig, Wagoner, McPresident (8) Noes None (0) Declined Voit Healy (1).

The second recommendation was adopted by the following vote:- ayes, Beaston, Clark, Bull, Healy, Neal, Spaulding, Taussig, Wagoner, McPresident (9) Noes None (0)

Refunded Olympic Club

Folsom St Lot. On motion the $50 rent paid by the Olympic Club was ordered refunded to them by the following vote:- ayes, Beaston, Clark, Bull, Healy, Neal, Spaulding, Taussig, Wagoner, McPresident (9) Noes None (0).

Beaston to Com.

Management Committee. The Board discusses the reception to the affiliating societies ordered held by the last meeting and referred to the Management Committee.

Mr Beaston was added to the Management Committee to act in connection with the reception.

Mr. Taussig withdrew

Mr Von Geldern entered

The Librarian presented report for November which was received and the following persons named therein as having joined the Institute were on motion approved.

New Members.

O A Trevithick	Jos S. Silverberg	J. M. Katsch	Edw Salz	H Dorle
Saml Abbiate	J Brooks	Mrs M Kelly	Saml Rosenblum	W A Speight Jr
Mrs J E Bourke	Eliz Hyde	Jos A Jeffery	Mrs W A Halsted	Mrs Th Edgar
J D Canton	Wm P Miller Jr	R C Keene	D K & M McInnis	
L Crawford	A. W White	B. F. Dickson	Mrs E Bamford	
Mrs A W Parks	J H Brownell Jr	Roy Bullock (Life)	L E Savage	
Mrs T Rossmoyer	Miss A Harper	Miss Nita Burch	Hy Hanzen	

The Librarian presented report for preceding quarter which was read and ordered presented at the coming quarterly meeting of the Institute.

Dec 3/01.

The Secretary presented report for November which was read and ordered spread on the Minutes.

Secretary Statement - November 1901.

Nov 1/01 Cash on Hand.			$2110.21
Receipts			
Library Dues	$1043		
Extra Fees	57		
Life Mem.	50		
Books	53.95		
Classes	1		
Duplicates	50		
Misc Back Rt.	3.25	$1535.45	
Pavilion Rents	797.50		
Hall Rent	382.		
Gas	98.90		
Lights	38		
Elec	7		
Damage	13.35		
License	10.		
Sale of wood	1	1547.75	
Folsom St Lot		1162.	$4245.20
			$6355.41
Expenditures.			
Library Books	$305.43		
" Lick Trust	9.		
Binding	208.76		
Classes	60		
Reference	163.25		
Furniture	49.16		
Lighting	39.90		
Chemicals	24.75		
Print & Sta	156.05		
Repairs	47.50		
Salary	643.		
Taxes	748.54		
Water	18.	$2518.34	
Pavilion Salary	70.		
Walls Janitor	14.25		
" Hazo	6.60		
Labor	27.		
Licenses	21.		
Removing Garbage	11.		
Staging	10.80		
Gas	67.81		
Elec	15.05		
Misc Lumber	3.25		
Repairs	62.56		
" Hazo	32.70		
Telephone	12.90		
Taxes	1560.49		
Refund of Rent	100	2005.60	
Folsom St	Playing Grounds	77.15	
	Taxes	388.25	465.40
General	Salary	150	
	Interest	108.36	
	Office Exp (Refunds)	203.25	461.58	$6450.92
				904.49

Dec 1/01 Cash on Hand

Summary

		Rec'd	Exp'd
Library	Books	$305.43	
	Exp'd		$2518.34
	Rents	1547.75	
Pav.	Exp'd	2005.60	
Folsom St	Rents	1162.	
	Exp'd	465.40	
		676.60	
Gen'l Exp'd			461.58
Decrease in Cash		1205.72	
		$1902.32	$1902.32

Statement of Bell Telephone

	Bell Co.	Bell Co.		Folsom	Rent	Total
Due Nov 1	$197.16	$111.24	$104.38	$57.96	$150.00	$620.74
Contracted	133.66	237.45	292	511.50	461.58	1636.19
	$330.82	$348.69	$396.38	$569.46	$611.58	$2256.93
Rd in Nov	171.10	54.24	2005.60	465.40	461.58	3157.92
Unpd Dec 1	$159.72	$294.45	$390.78	$104.06	$150.00	$1098.99

Copy submitted J. W. Simmons Secty

Dec 3/01.

The Secretary presented report for the preceding quarter which was read and ordered presented at the coming Institute quarterly meeting.

Letters Read.

From Golden Gate Park thanking Board for donation of flag staffs.
Received and filed

From Committee on Reception to Genl Jno F Smith thanking Board for refund of rent paid for Pavilion. Received and filed

From Inter State Commercial Law Convention asking Institute to contribute towards expenses of an agent at Washington. Received and filed
Mr Mead excused.

Handcastle complaint

From Jno W Handcastle complaining of conditions in reading room. Referred to Com. on Building and Repairs

Italian Band

The Secretary stated that the Royal Italian Band, wished to know our lowest terms for a long term rental of the Pavilion.
Referred to Pavilion Com with power.

The Meeting then adjourned.

Jno M Cumming
Secretary

James A Taggart
Recording Secretary.

Quarterly.

Dec 7/01

San Francisco December 7th 1901.

Regular Quarterly Meeting of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by Vice President R J Tavelli, 56 members present

The Minutes of the regular Quarterly meeting of Sept 7th 1901, and the Members special meeting of October 2nd, 1901 were read and approved.

The Librarians Report for the preceding quarter was read and ordered spread on the minutes.

Librarians Report.

San Francisco Dec 3, 1901.

Board of Trustees of the Mechanics Institute.-

Gentlemen:- I present herewith a report of the Library work for the quarter ending November 30th, 1901.

Receipts Resident Member	205
Life "	50
Sales	47.66
Books Ed Cons	27.55
Fines Cents	21.35
Classes	6.80
Bulletin receipts	33.
Sundries sold	56.50
	.50
	$ 354.40

Membership 255 Subscribing Members and one life member have joined the Institute and 1 re-instated. 126 Members with Non Paying memberships 3666.

Books

There were added to the Library 978 volumes classified as follows.

Bibliography	26	Science	42	History	35
Philosophy	6	Useful Arts	117	Topog. Travel	24
Theology	12	Fine Arts	25	Biography	25
Sociology	180	Literature	41	Periodicals	31
Philology	3	Fiction	411	Total	978

Circulation - There were given out for home use 53374 books, a daily average of 731. The number of books given out is 23300 greater than for the corresponding quarter of last year.

The Library was open 73 days.

Respectfully
Frederick J Taggart, Librarian

The Secretary presented report for the preceding quarter which was received and ordered spread on the minutes.

Secretarys Report.

San Francisco Dec 3. 1901.

Board of Trustees Mechanics Institute

Gentlemen - Below is presented report for quarter ending Nov. 30th 1901.

(see next page)

Dec 7/01. — Quarterly

Secty Report continued.

Sept 1.1901 Cash on Hand $1035.95

Receipts.

Library	Dues	$476.00	
	Ent Fees	25.3.	
	Life Members	50.	
	Books	195.40	
	Classes	33.	
	Libry Bulletin	156.50	
	Mut Rav Bk	97.5.	
	Donations	120.	
	sundries	12	$1460.90
Pavilion	Rent	322.5	
	14 Hayes St Rent	1128.50	
	Gas	176.05	
	Lighting	52.	
	Electricity	24.	
	Damages	37.55	
	Keys	10.	
	Sale of Wood	1.	4654.10
Folsom St			1436 — $12551.00
			$13.586.95

Expenditures.

Library	Books	1919.98	
	Rich & Elms	153.48	
	Binding	761.46	
	Periodicals	62.38	
	Music	6.	
	Classes	120.	
	Stamps	350.95	
	Furniture	103.93	
	Libry Bulletin	369.56	
	Insurance	274.	
	Lighting	266.85	
	Print & Sta	334.48	
	Repairs	117.	
	Salaries	1930.50	
	Tax	748.54	
	Water	51.45	$7570.86
Pavilion	Salary	210.	
	Labor	24.	
	Gas	154.95	
	Mantels	52.50	
	Lighting	52.	
	Electricity	22.95	
	Water	100.70	
	Repairs	69.96	
	" Hayes St	32.90	
	Water	40.05	
	Hardware	12.20	
	Insurance	129.60	
	Glazing	10.80	
	Taxes	1560.49	
	Refund of Rent	100.	
	Telephone	25.35	
	License	52.	
	Removing Garbage	11	2664.35
Folsom St	Interest	1000.	
	Tax	388.25	
	Preparing Grounds	77.15	1465.40
General	Salary	450.	
	Insurance	328.60	
	Legal Expenses	203.25	981.85 — 12.682.46
Dec 1.1901	Cash on Hand		$904.49

Summary.

	Net Rects	Net Expen.
Library	Rects 6460.90 / Expen 7570.86	1109.96
Pavilion	Rects 4654.10 / Expen 2664.35	1989.75
Folsom St	Rects 1436 / Expen 1465.40	29.40
General		981.85
Decrease in Cash	18146	
	21.21.21	21.21.21

Quarterly — Dec 7/01.

Statement of Bills

	Lib Gn.	Books	Pav.	Folsom	Gen'l	Total
Unpd Sept 1/1	$1968.22	$2637.03	$334.10	$500	$150.00	$5591.35
Subsidies in Qr.	4039.91	1066.87	2720.95	1968.40	981.85	10778.98
	$6008.13	$3705.90	$3055.05	$2469.40	$1131.85	16370.33
Pd during Qr	4670.41	2900.45	2664.35	1465.40	981.85	12682.46
Unpaid	$1337.72	$805.45	$390.70	$1004.00	$150.00	$3687.87

Respectfully
J. M. Cummins Secty

The Chair made the following report
That the Pavilion Block had been offered to the Board of Supervisors as a site for the Public Library for $50,000 as ordered by the members special meeting of Oct 2nd last.
That the winter series of lectures would begin next week.
That the class rooms had been refitted with desks and lights.
That the Technical Socy of the Pacific Coast had affiliated with the Institute.
That the Board was considering the advisability of making a change in the accomodations for reading and chess rooms on the 3rd floor.
That the entire second floor of the Library was being cleaned and painted.

Amendments laid on table

Unfinished Business:- The amendment to sections 4 and 5 of article IX of the Constitution proposed by H. C. Kinne at the last quarterly meeting came up for consideration. Mr. E. A. Gallagher moved that the amendment be laid on the table. The motion was carried.

Protest.

Protest against condition of Chess Rooms.

Mr. Heinrich Meyer presented the following, with 162 signatures attached.— "Protest- against the congested condition of the present chess and newspaper room,— We, the undersigned members of the Mechanics' Institute, protest against the present condition of this room.

For a generation this institute has been favorably known in this City and all over the Coast as having a large, well lighted and comfortable reading and newspaper room and also for its spacious well patronized checker and chess room, and many hundreds of members have joined this Institute just for these comforts, members who never take home any books or patronize the lower part of this building. Now everything has been changed for the worse. Quiet undisturbed newspaper reading in the afternoon or evening is out of the question. No place even to hang an overcoat. To find a desired newspaper you have to disturb other readers on account of the narrow space between the tables and the paper racks. The air is stifling and full of tobacco smoke.

If newspaper reports are correct, the members who patronize these rooms have been spoken of with contempt by the directors as using the Institute for a cheap lodging house. If present uncomfortable conditions are not altered, this institute will lose hundreds of its old paying members and we think this Institute can ill-afford these loss. Now that the Mercantile

Library is moving downtown and seeing of comfortable quarters the Directors of this Institute should do everything in their power to make it comfortable for its members and not force them to leave this institute on account of uncomfortable conditions".

On motion of Mr Robt W Neal the protest was referred to the Building & Repairs and Library Committees of the Board of Trustees.

Pavilion to sell Pavilion for $50000

Mr. J. Fuller moved that the Board of Trustees be authorized to accept $650000 for the Pavilion Block from the City.

Mr. A. Krause moved that the action of the Board of Trustees in asking $750000 for the Pavilion Block be indorsed.

Mr. Geo Branston raised the point of order that both the motion and its amendment were out of order because the original could not be entertained because it is of record now that the Mechanic's Institute as a corporate body had offered the lot for sale at $750,000 and instructed the Board of Trustees to communicate the same to the Board of Supervisors which had been done. Hence, before such a motion could be entertained it would be necessary to rescind the action of the Institute whereby it fixed $750000 as the price of sale; — and the amendment was out of order because it was unnecessary to indorse the act of the Board in asking $750000 because the Board had not asked it but the Institute as a body had fixed the amount at $750000 and instructed the Board to communicate the same to the Board of Supervisors.

The Chair sustained the points of order.

Nominations for Trustees

The following nominations were made for Trustees to be voted for at the next annual election.

Nominations for Trustees.

Mr. A.W. Stoll	nominated	J.M. Curtis	and	A.T. Lawston
Mr James Redpath	"	R.J. Tancey	"	Geo Branston and L.R. Mead
Mr Heinrich Meyer	"	P.J. Healy	"	Rodney Kendrick & Dr R.J. Stearns
Mr Chas L Patton	"	C.M. Conlisk		
Mr Lucien Wagoner	"	Thos O. Brooks		
Mr J.H. Dooly	"	Byron Mauzy		
Mr Asphen Bull	"	Bruce Cornwall		
Mr Jas H. Lyons	"	J.K. Cosgrave	and	F.C. Deering and Richard Valentine (2nd ballot)
Mr L.R. Mead	"	J.S. Drum	"	H.J. Crocker
Mr J.K. Cosgrave	"	Jas H. Lyons		

Mr P.J. Healy nominated the following:

David Farquharson	Geo M. Cumming	Jas D. Phelan
Geo. E. Doe	Henry H. Lynch	C.B. Cornwall
H.C. Kinne	J.L. Lyons	J.J. Hendy
J.M. Klein	Thos Magee	A.T. Morrison
Eben Knowlton	C.A. Malm	Jas N. Weis
A. Krause	W.H. Mallett (non member)	J.T. Doolan
F.J. Lane (non member)	C.W. Markwell	R.P. Doolan (non member)
C.S. Laumeister	J.T. Maguire	Frank Dunn
Jas Leggett	A. Van der Naillen	Thos Brady
Geo Cumming	J. Winterburn	David Kerr

(Yearly nomination continued)

Oscar T. Shuck,	Anthony T. Bruce,	Constant Meese
Alex A Smith,	S.O. Pulvram,	G.H. Meussdorffer
W.H. Smith,	Henry Rasche (non member)	Thos Morton
A.B. Spreckels,	P.H. Reardon,	Ca Murdock
W.P. Stout,	Chas W. Reed,	F.C. McDougall,
A.W. Stott,	Chas. C. Reidy,	Ed McGrath
R.J. Techau (non member)	Henry Root,	Jas M. Kaven
Alexander Thain	Chas K. Rosenberg,	D.H. McNeill
Fred K. Thain,	Jos Rosenthal,	Philip O'Ryan,
G.H. Thompson, (non member)	J.S. Rothschild,	Richd Ott
H.G. Tibbetts	C.F. Runyon,	H. Otterson
Geo. Tiffany	C.T. Ryland,	C. Patton
Geo. D. Tay,	Horace Wilson	Geo Pentlington
John Alexander	Jos C. Sala,	Jas O'Nelan
N.D. Bacon	Jos C. Scheline,	Thos Price
J.J. Barry	A.C. Schendler,	F.A. Behrend
Jas H. Barry	C. Shawle,	W.H. Bibb
Jas H. Bishop, (non member)	I.H. & M. Black,	Ernest Brand,
Calvin Brown (non member)	A.H. Bullin	C.S. Sleeper,
Warner Cheney,	Thos Blake,	Leo Cooper,
A. Choiceus	W.M. Cubery,	Horace Davis
Chas Dawbarn,	A.B. Davis,	Henry C. Davis
Ed Denniston	P.H. Landon,	O. Emmett,
Robt Ewing	M.A. Flood,	Percy T. Ford,
Ed Gallagher,	B.F. Garnett,	H.F. Gresting
A.J. Higgins	Louis Glas,	C.W. London,
A. Hotchkiss,	C.F. Gutschow (non member)	W.W. Hancock,
E.B. Heard,	L.W. Haney,	C.J. Heggerty,
C.A. Jenicke,	H.C. Holmes,	Thos P. Ayers,
J.M. Scott	Byron Jackson,	Myer E. Jaffa.
	N.A. Judd,	

The meeting then adjourned.

J.M. Cumming
Secretary

James J. Cosgrave
Recording Secretary

Dec 17/01.

San Francisco December 17th 1901.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by Vice-President Causey – Present at Roll Call, Trustees Brandon, Clark, Bull, Cosgrave, Day, Mead Neal, Spaulding, Causey, von Geldern, Wagoner, Wallis (12) Absent: Trustees Healy, Pres. Coleman.

The Minutes of the previous meeting were read and approved.

The Finance Committee reported Cash on Hand $741.24
and recommended for payment Bills amounting to $208.58.
The recommendation was adopted by the following vote:– ayes, Brandon, Clark, Bull, Cosgrave, Day, Mead, Neal, Spaulding, Causey, von Geldern, Wagoner, Wallis (12) Noes. None.

Bills Ordered Paid.

Spring Valley W. Wks.	43	80
Pac. States Tel. & Tel. Co.	22	56
Payot Upham & Co.	61	87
Sunset Press.	73	
A. Serensky	5	50
Lond. Lancashire Ins. Co.	233	10
Equitable Gas Light Co.	35	60
Welsbach Co.	37	
Central L. & M. Co.	1	20
Jos. Fredericks & Co.	16	85
Wyckoff Seamans & Benedict.	2	50
E. G. Denniston	5	25
Merc. T. & L. Co.	9	50
F. P. Macfirnes	14	20
F. M. Lasco	5	
Cubery & Co.	14	75
Armstrong & Dechierre	4	70
Wm. H. Day	23	10
H. S. Crocker Co.	2	98
S. F. Gas & Electric Co.	13	75
Pac. Gas. Imp. Co.	28	45
Nat X-Ray Reflectors	21	
Univ. & Pac. Gas Gov. Co.	1	50
Robinson & Gillespie	25	
Andrew Wilkie	76	50
Child Bros.	89	93
	868	58
	340	
	1208	58

Allen bill for Commissions

The Secretary present vouchers for Sundries paid by him amounting to $105.00 One of the items was for $52.50 paid Allen or order of the Printing and Advertising Committee for commissions on Last July number of Libby Bulletin, this being about 1/3 in excess of amount due Mr Allen under terms of agreement with him; the Finance Committee having endorsed the voucher presented to the Board. On motion the voucher was ordered paid by the following vote:– ayes, Brandon, Bull, Clark, Cosgrave, Day, Mead, Neal, Spaulding, Causey, von Geldern, Wagoner, Wallis (12) Noes None.

Letter about Rest Room

A Protest signed by 162 members of the Institute against present conditions in the Chess and Reading Room and presented at the last Quarterly Meeting of the Institute, was on motion referred to the Buildings and Repairs and Library Committee.

Lease Folsom St Lot to McNeill

Folsom St. Lot. The Chair stated that the lease to Dr McNeill would expire January 1st next, and that Mr McNeill had made a proposition for a renewal of the lease for one year. On motion the Finance Committee was authorized to accept Mr McNeills' proposition or obtain a better one from him if possible.

Dec 17/01.

Management Committee reports on Reception

Management Committee. Mr Clark reported that the reception & the affiliating societies of the Institute, ordered held at the meeting of Nov 19th last, had taken place December 12th. On motion of Mr Clark the Secretary was instructed to write a letter of thanks to the parties who volunteered for the program that evening.

The Librarian presented the following names of persons who had joined the Institute, all of whom were on motion approved.

New Members.

New members.

B H Henderson,	F. L. von Rhein	Thos E. O'Connor
Chas R Greenleaf,	Wm J Connell,	Wm H Clark,
Jas. Bamberger,	L. M. Rowland,	J K Polk,
Alvin Plummer,	Wm Mc Naught,	Geo Holberton
A S Stone	H P Monson	Mrs Wm Osmont
C Argues	Mrs Geo Jackson	E Anderson
Mrs L J Cowgill	Mrs A Stahl,	M. Bernard,

Universities satisfaction at grounds

A letter was read from the manager of the foot ball teams of the University of California and Stanford University expressing satisfaction for the condition of the Folsom St grounds during the recent foot ball season. Received and filed.

Nominees Notified

Mr Wagoner moved that the members of the Institute nominated for Trustees at the last Institute Quarterly meeting be notified of their nomination, and that each candidate nominated by Mr P J Healy be informed that he had been nominated along with 120 other nominees by Mr Healy.
Mr. Mead moved to strike out that part of the motion providing for a notice to each of Mr Healy's nominees that he had been nominated along with 120 others.
Mr. Mead's motion was carried.
Mr Wagoner's motion as amended was then adopted.

Mr. Von Geldern moved that each candidate nominated for Trustee at the last Quarterly meeting be sent a list of all the candidates nominated at that time. the motion was lost.

Thanks to Prof Putzker

On motion of Mr Von Geldern, the thanks of the Institute were ordered sent to Prof. Albin Putzker for the able and instructive lecture delivered by him before the Institute December 11th last.

The meeting then adjourned.

John Cummings
Secretary

James A Cosgrave
Recording Secretary.

Jan 7/02.

San Francisco January 7th 1902.

Regular Meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by Vice President Taussig - Present at roll call Trustees Beanston, Bull, Cosgrave, Day, Healy, Mead, Neal, Spaulding, Taussig, Wallis (10) Absent at Roll Call Trustees Eyer, von Geldern, Wagoner, My President (4)

The minutes of the previous meeting were read and approved.

The Finance Committee reported $1809.97 Cash on hand and recommended for payment bills amounting to $1417.34. The recommendation was adopted by the following vote:- ayes, Beanston, Bull, Cosgrave, Day, Mead, Neal, Spaulding, Taussig, Wallis (9) Noes None (0) declined to Vote, Healy (1).

My Von Geldern entered

Bills Ordered Paid

Pay Roll:			
Teggart, F. J.	150.		
Colquhoun, R. D.	92.50		
Woolcock, W. H.	75.		
Huntington, Miss S	45		
Thompson, M.	45.		
Mayers, L. H.	75.		
Atherton, Harlow	20.		
Harmond, J. J.	60.		
Sheppard, Chas J.L.	65.		
Bishop, Chester	40.		
Jennings, W.	15.		
Harris, F. E.	50		
Winslow, A. H.	45.		
Buckley, M. C.	70.		
L. P. Latimer	30.		
C. A. Belrend	30.		
Cumming, Jos. M.	150.	1057	50
Jos. M. Cumming		104	89
Spring Valley W. Wks.		38	35
The Call		11	70
J. C. Phelps & Co.		3	00
The Guide		1	50
A.L.A. Pub. Board		14	
Univ. & Pac. Gas Cor.		9	
J. M. Jacobs		35	
G. Lindauer		8	
Equitable Gas Light Co.		36	50
A. Serensky		7	35
P. Van Pelt		25	
G. W. Bennett		27	50
W. H. Weil		27	05
A. N. Lascy		5	
Allen's Press Clip. Bureau.		6	
		1417	34

The Committee presented with the report, the Auditors report showing the books correct to Dec 1. 1901. The auditors report was received and filed.

The Finance Committee presented the following report.

San Francisco Jn 7/02.

Board of Trustees of the Mechanics Institute.-

Gentlemen:- At your last meeting you referred with power to your Finance Committee the proposition of D.R. McNeill for the lease of the Folsom St lot. Mr McNeill, on Dec 31st last submitted a proposition which is attached hereto. Your Committee respectfully reports that the said proposition of Mr McNeills has been accepted by it. Respectfully L.R. Mead

Alfred Bull Finance Committee

Folsom St Lease to McNeill.

Jan 7/02.

Copy of D.R.McNeills proposition attached to Finance Report.

San Francisco Dec 31. 1901.

Board of Directors Mechanics Institute, S.F.Cal.

Gentlemen:- In compliance with the request of your Finance Committee, I hereby renew my original proposition dated the 14th inst. and agree to rent the 16th and Folsom St grounds on the following terms:- At $50 per month from Jn 1. 1902 to May 1. 1902 and at $250 per month from May 1. 1902 to Jn 1. 1903, I will give up possession on 60 days notice with the understanding that if you notify me to vacate I shall have the option of doing so before the expiration of the 60 day's notice, and not be held for rent after I vacate. It is also understood that I shall have the right to remove the two stands erected for the two Universities and in case I receive notice to vacate I shall remove said stands within 60 days notice. It is also understood that I have the privilege of vacating on giving the Institute 30 days notice.

On the foregoing proposition I agree to keep the fences and improvements in repair except in case of damage by the elements.

Very Truly Yours D.R. McNeill

Mr Neal moved that the action of the Committee in leasing the Folsom St Lot to D.R. McNeill for 1902 &c. approved with the understanding that the stands erected on the grounds for the foot ball season of 1901 by the two Universities be not removed by Mr McNeill without a written authorization for him to remove them be signed by the two Universities and filed with the Institute. The motion was carried

Librarians salary raised to $200.00

The Library Committee reported recommending that the salary of the Librarian be fixed at $200 per month commencing June 1. 1902. The recommendation was adopted by the following vote,- ayes, Beanston, Bull, Cosgrave, Day, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis (9) Noes. 1 Healy (1)

Folsom St Lot - Mr. Wallis stated that he had been negotiating for the sale of the Lot to Mr Frederic W. Hall and that Mr Hall wished an option on the Lot.

During the discussion Mr. Cosgrave withdrew.

Option on Folsom St Lot $90,000.00

Mr Day moved that the Mechanics Institute give to Mr. Frederic W. Hall an option for the purchase of its 16th, Folsom St Lot for $90,000.00 cash, free of all commissions and subject to the conditions of the present lease, said option to run for 60 days. The motion was carried by the following vote,- ayes, Beanston, Bull, Day, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis (9) Noes. 0.

On motion the Finance Committee was instructed to have the option drawn up and submitted to Mr. Hall, and Mr. Wallis was added to the Finance Committee in the matter.

Mr Spaulding withdrew.

Thanks to Dr Nagel.

On motion of Mr. von Geldern the thanks of the Institute were extended to ~~Prof.~~ Dr. Nagel ~~Julius Goebel~~ and Mr Henry Payot for lectures delivered recently.

Jan 7/02.

Lonhardt wants renewal of annex lease

The Secretary stated that Mr Lonhardt tenant of the Pavilion Annex, wished a renewal of his lease expiring Jan 1st last but that he asked a reduction of rent. Referred to Pavilion Committee

The Librarian presented report for December.

Member rejected

Mr Neal moved that the report be received and the names of the persons mentioned therein as having joined the Institute be approved, except the name of R.W. Theobald, and that Mr. Theobald's application for membership be rejected, and the money paid by him for entrance fee and dues be refunded. The motion was carried, Roll Call being unanimous 9 ayes, No noes.

New Members.

Ho Wing Sin
(R.W. Theobald) not approved.
Phil Hirschfeld
Mrs J Kuckuck
D J Moore
F M Hubbell
Mrs M L Moffitt
Mrs H A Sbes
M Clawson
J F Perlem
Mrs Edw. Fokes
Geo J Mantes
F J Glenk.
Mrs J A Lewandowski
Mrs H G Shannon
Jno Wilson
Alex Lawrieton
S Rosenblum
Miss Emma Pence

The Secretary's report for December was received and ordered spread on the minutes, Secretary's report as below.

Leave granted

On motion President Ewing was given leave of absence till Feb 1st 1902.

Michaels entertainment

A letter was read from T. Michaels offering to give an entertainment at the next reception of the Institute, Ordered acknowledged and referred to Management Committee.

On motion the Secretary was instructed to prepare three copies of the voting list for the coming annual election and to post one of them in the Library Hallway with all the delinquents marked, or distinguished thereon

Donation of books

Mr Von Geldern stated that Col. Davis U.S.A. had recently made a donation of books to the Library, The Librarian stated that he had sent Col Davis a letter of thanks, The Librarian's action was approved,

Secretary's Report

San Francisco Jan 7. 1902.

Board of Trustees of the Mechanics Institute.-

Gentlemen,-Below is presented a financial statement for Dec. 1901.

Dec 1. 1901. Cash on Hand.		$ 904.49
Receipts.		
Library Dues.	$ 271.50	
Extra Dues	39.	
Books	46.85	
Library Bulletin	20.	
Catalogue	1.	
Fines Books	3.25	
		$ 2702.35
Pavilion Rents	646.60	
Keys at	4.60	
Misc	7.30	
Damage	2.50	
Extra Call of Work	10.	
		1126.40
Folsom St.		2.
		3830.74
		$ 4735.24

Jan 7/02.

(Receipts reported contra)		**Expenditures.**		
Library	Books	61.87		
	Extra Dues Cancel	60.		
	Expense	69.45		
	Furniture	118.35		
	Fuel	89.93		
	Periodicals	418.05		
	Lighting	92.60		
	Incidentals	124.53		
	Salary	705.		
	Library Bulletin	125.50		
	Water	16.70		$ 1928.98
Pavilion	Salary	40.		
	Water Rent	18.60		
	" Keys at	8.50		
	Labor	3.75		
	Newspapers	233.10		
	Flagging	5.50		
	Gas	43.20		
	Manuels	24		
	Lumber	1.20		
	Telephone	4		417.85
Folsom St.	Interest	1000.		
	Insp. Gas meters	27.75		
	Repairs & Clean	50		1077.75
General	Salary	180.		
	Interest	111.94	261.94	$ 3686.52
1902 Jan 1	Cash on Hand			$ 1048.72

Summary

			Net Receipts	Net Expen.
Library	Receipts	2702.35		
	Expenditures	1928.98	$ 773.37	
Pavilion	Receipts	$ 1126.40		
	Expenditures	417.85	708.55	
Folsom St	Receipts	$ 2.		
	Expenditures	$ 1077.75		$ 1075.75
Rent Expenditures				261.94
Increase in Cash				144.23
			$ 1481.92	$ 1481.92

Statement of Bills

	Lib Gen	Books &c.	Pav.	Folsom	Gen'l	Total.
Unpd Dec 1/01.	$ 1315.62	$ 805.45	$ 412.80	$ 100.00	$ 150.00	$ 3684.87
Contra Statement	1294.	876.16	122.04	556.40	261.94	3112.14
	$ 2609.62	1681.61	$ 534.84	$ 1562.40	$ 411.94	$ 6800.01
Pd during	1452.06	476.92	417.85	1077.75	261.94	3686.52
	$ 1,157.56	$ 1204.69	$ 116.99	$ 484.25	$ 150.01	$ 3113.49

Respectfully submitted
Jno M Cummings Secy

The meeting then adjourned
Jno M Cummings Secretary

James L Cosgrove.
Recording Secretary

Jan 21/02.

San Francisco, January 21st 1902.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Irving. Present at roll call Trustees Beanston, Blank, Bull, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis, Mc. President (10) Absent at roll call Trustees Cosgrave, Day, Healy, Wagoner. (4)

The minutes of the previous meeting were read and approved.

The Finance Committee reported cash on hand— $ 1281.23

and recommended for payment bills amounting to 1293.97.

The recommendation was adopted by the following vote:- ayes, Beanston, Blank, Bull, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis, Mc. President (10) Noes. None.

Bills Ordered Paid.

F. J. Teggart	19	70
Lemcke & Buechner	36	28
Sherman Clay & Co.	4	
Payot Upham & Co.,	45	05
L. A. Cary	31	13
Jno. J. Newbegin	26	70
A. C. McClurg & Co.	4	75
J. Tauzy & Co.	2	10
Elder & Shepard	67	14
Chas. Scribner's Sons	323	57
A. M. Robertson	48	10
University of California	500	
E. L. Snell	4	
Hicks Judd Co.	51	20
Century Elec. Co.	44	50
A. Zellerbach & Son	4	40
W. H. Day	13	50
Pac. Gas Imp. Co.	34	45
Haas Mfg. Co.	33	40
	1293	97

Option to Hall.

The Finance Committee presented copy of the option given to Frederic W. Hall for the sale of the Folsom St. Lot as authorized at the last meeting. The option was read and the action of the Committee in the matter approved.

Men's toilets to be painted

The Buildings and Repairs Committee reported recommending that the men's toilets on the 3rd floor be painted at an estimated cost of $ 20.00. The recommendation was adopted by the following vote: ayes, Beanston, Clark, Bull, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis, Mc. President (10) Noes, 0.

The Buildings and Repairs and Library Committees presented the following joint report.

San Francisco Jan 21 '02.

Joint Protest

Board of Trustees of the Mechanics Institute,

Gentlemen:- Your Buildings and Repairs and Library Committees report as follows on the protest against the present condition of the chess and reading rooms referred to them December 14th last.-

Chess and Reading Rooms to be separated.

We recommend that the chess and reading rooms on the 3rd floor of the Library Building be separated, the chess room being placed in the north end and the reading room in the south end of the present room.

To do this and to provide a proper entrance to each room, we recommend that the present partition running lengthways of the room be taken down and

Jan 21/02

that a partition be put across the room about 44 feet from the West St end; the present Patent Reports placed against the west wall remaining where they are, and the Patent Reports on the shelves against the partition be removed to some other place. This cross partition to be built from the lumber in the present partition, with glass from the top of the partition to the ceiling. To provide an entrance to the chess room, the partition in front of the anti-room to room # 23 to be taken out, and the door from the new chess room into the anti room to be opened and braced as an entrance to the chess room.

The cost of this work is estimated as follows:-

Taking down present partition, putting up new partition and glass work, and removing partition from anti-room $ 130.

Repapering and painting in the two rooms 100.

Total $ 230.

There will also be an expense for taking down the present paper racks and putting them in the new room, for readjusting the lights, and moving the Patent Reports resting on the partition, all of which it is difficult to estimate until the other work is done.

Dimensions-

as present the chess room is 82 x 21 ft = 1092 sq ft, reading room 22x21' 462 sq ft, glass 4ft = 322 = 784 sq ft

under the new arrangement

the chess room is 44 x 27 sq ft = 1188 " reading room is 35x27 = 945 sq ft.

Respectfully

R J Taussig — Alpheus Bull

Geo Beanston

Geo N Wallis

Library Com. — Bldg & Rep Com.

The report was adopted by the following vote:- ayes, Beanston, Blank, Bull, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis, Mc President (10) Noes- None.

On motion the Building and Repair Committee was instructed to carry out the recommendations of the report

The Library Committee recommended for purchase books amounting to $ 498. The recommendation was adopted by the following vote: ayes, Beanston, Blank, Bull, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis, Mc President (10) noes, None.

The Library Committee presented the following report.

San Francisco Jan 21, 1902.

Board of Trustees of the Mechanics Institute.

Gentlemen:- By the efforts of our Librarian the proper authorities in Washington offered to make the Mechanics Institute the depositary of the catalogues of the Library of Congress. The conditions imposed were first- the proper care of the catalogue cards and secondly that the public should have access to them. Considering that immediate action should be taken and that the importance of the matter to us justified our action, your Committee accepted the terms. The Librarian was directed to order the card cases as they became necessary, and selected them with a view to gradual extension. The expense thus far incurred

Inst. to be depositary of U.S. Lib. Catalogues

Jan 21/02.

amounts to $32,
We now ask confirmation of our action.
Respectfully R J Tarrant
Geo Beanston
Geo H Wallis Library Committee

The action of the Committee was confirmed by the following vote:- ayes, Beanston, Clark, Buell, Mead, Neal, Spaulding, Tarrant, von Geldern, Wallis, Mr President 6 vs. noes. None,

Lectures Com authorized to pay $10 per lectures

For the Lecture Committee, Mr von Geldern recommended that the Committee be authorized to pay to each lecturer during the present course, being conducted by the Institute, a sum not to exceed $10 when in the judgment of the Committee it was necessary. The recommendation was adopted by the following vote:- ayes, Beanston, Clark, Buell, Mead, Neal, Spaulding, Tarrant, von Geldern, Wallis, Mr President 6 vs. noes. None,

Pavilion Committee - The Secretary stated that Rev P C Yorke wished to know rate on Pavilion for a chevrea fair next May. Referred to Pavilion Com, with power.

A letter was read from the Yosemite Club asking for a lease of the Pavilion for Boxing Contests, Referred to the Pavilion Committee

The Librarian presented the following names as having joined the Institute all of whom were on motion approved.

New Members

C P Lincoln	D C Henny	M M O'Shaughnessy
Geo. Francis	Prof J G. Hesse	Paul W Bulzmann
Mrs Grace Watson	Prof H D Randall	Jas S Mortimer
D M Phelan	Tom H Ransom	E Fitchild
L M Delpiage	Jas W. Reid	Mrs Hoadley
Edw. Rideout	A E Brooks Reddy	Erland Gessing
A R Haskins	A S Raffle	Richard Keating
Miss Ida Lockhart	A H Sanborn	Richd McCann
Wm Bryan	Henry A Schulze	Edw E Jones
Alfred C. Schmidt	Prof Chas B Wing	Geo W Dickie
Emil Fischmi	H G Wolf	Adolf Freund
Mrs G F Libby	Chas E Auchwell	J S McElvary
Mrs R M Robinson	Lovell E Hunt	Ross E Browne
F C Heinemann	Edw F Haas	Percy T Brown
A Ballantyne	Jno H Hopps	Geo F Kelly
A E Rodgers	Prof Herman Kower	Mrs Willard Syke
Harris D Connick	F J Le Conte	Byron J Cogwell
Henry S. Dutton	Adolf Leetz	Mrs D Lehman
Chas H. Davis	Prof Rud Manx	G Lejames
Robt Forsyth	Hermann Meyer	Mrs A Anspacher
G B Hall	Dr C G Nagel	Mrs Sue Healey

Jan 21/02.

A letter was read from Dr G W Handcastle about the proposed changes in the reading and chess rooms. Referred to the Building and Repairs Committee, the meeting then adjourned.

D M Cumming
Secretary

James L Cosgrave
Secretary

Jan 29/02

Specials

Specials

San Francisco January 29th 1902.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Irving, present at roll call, Trustees Beanston, Healy, Mead, Neal, Spaulding, Wagoner, Wallis, Mr President (8) absent at roll call, Trustees Clark, Bull, Cosgrave, Day, Taussig, von Geldern (6).

Allowance meeting of Candidates

The President stated that he had called the meeting to consider matters pertinent to the approaching annual election of the Institute. The President stated that Section 4 of Article IX of the Constitution of the Institute provides that any member in good standing may make nominations for Trustees at the December quarterly meeting of each year, - that section 4 of Article VIII provides that neglect to pay dues in advance shall deprive a member of his privileges. The President also stated that at the last December quarterly meeting a number of candidates for Trustee had been nominated by members whose dues were not paid in advance, and he had called the present meeting to consider and determine as to the legality of such nominations.

An opinion from E.B. Young, attorney-at-law was read bearing on the matter.

Mr. Wallis moved that the Secretary be instructed to send to each candidate nominated by a member whose dues were not paid in advance, a copy of the attorney's opinion and a blank form for nomination by petition. The motion was then discussed.

No Quorum

During some remarks by Mr. Beanston, Mr. Neal withdrew. At the conclusion of Mr. Beanston's remarks, the President stated that there was no quorum present.

Jos M Cummins
Secretary

James H Cosgrave
Recording Secretary

Feb 4/02

San Francisco February 4th 1902.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Irving. Present at roll call - Trustees Beanston, Clark, Healy, Mead, Neal, Spaulding, Taussig, Wagoner, Wallis, Mr President (8) absent at roll call, Trustees Bull, Cosgrave, Day, von Geldern (4).

The minutes of the meetings of Jan. 21st and 29th last were read and approved.

The Finance Committee reported cash on hand $1564.34
and recommended for payment bills amounting to 2141.44.
The bills were ordered paid by the following vote:- ayes, Beanston, Clark, Mead, Neal, Spaulding, Taussig, Wagoner, Wallis, Mr President (9) Noes none, declined to vote Healy (1).

Bills Ordered Paid.

Pay Roll:				Fwd.	2035	19
Teggart, F.J.	200.			Jos Figer	8	45
Colquhoun, R.D.	90.			A. P. MacInnes	30	
Woolcock, W.H.	75.			Wm. H. Day	16	80
Huntington, Miss S	45.			J. C. Irvine & Co.	1	
Mayers, G.H.	75			Transatlantic Fire Insur. Co.	50.	
A Atherton, Harlow	20.				2141	44
Harmond, F. L.	60.					
Sheppard, Miss J.L.	75.					
Blabon, Chester	40.					
Jennings, Willie	15.					
Harris, F. E.	50.					
Winslow, A. H.	45.					
Berhnd, G. A.	30.					
Latimer, L. P.	30.					
Buckley, M.G.	70.					
Cumming, Jos. M.	150.	1070				
F. J. Teggart		16	00			
Spring Valley W. Wks		37	10			
Pac. States Tel & Tel. Co.		34	25			
S.F. Gas & Elec. Co.		18	50			
Cunningham Curtis & Welch		74	83			
Payot Upham & Co.		43	46			
Elder & Shepard		98	67			
A. M. Robertson		109	35			
John Partridge		35	55			
Alexander Yost & Co.		2	25			
Punnett Bros.		3	50			
Hanak & Hargens		5	10			
Lemcke & Buechner		22	23			
Chas. Scribner's Sons		74	43			
Hicks Judd Co.		66	02			
H. Eisner		46				
Equitable Gas light Co.		14	40			
Stott, A. W.		12				
W. B. Eaton		250				
Buchanan Bros			75			
		fwd	2035 19			

Jos M Cummins Secty

The Pavilion Committee presented the following report, both of its recommendations were adopted. S.F. Feb 4/02.

Board of Trustees of the Mechanics' Institute.

Gentlemen:- Your Pavilion Committee reports as follows:-

In the matter of the application of Rev. P.C. Yorke for the Pavilion for a Fair next May, which was referred to us with power, we have fixed the amount of $1000 rent for May 1 to 14th next.

Rate Fruit Fair

In the matter of the application of Chas. Leonhardt for a renewal of his lease of the Pavilion annex, which was referred to this Committee, we recommend that he be given the annex for $75 per month

New Annex Lease to Leonhardt

from January 1st last, provided he agrees to take it for one year and provided that he remove the bell boards now upon the annex immediately.

Lease to Boxing Club Com. to have power.

In the matter of the application of the Yosemite Club for a lease of the Pavilion for boxing contests, we would state that the outlook for renting the Pavilion for boxing contests for the coming year (each) is uncertain, but before the next meeting it may be necessary to act promptly, and we recommend that this committee be given power to make the best terms possible for a lease of the Pavilion for boxing contests for the coming year.

Respectfully
Luckey Wagoner
Robt W Neal
L R Mead Pavilion Committee.

The Librarian presented his report for January which was received and the following persons mentioned therein as having joined the Institute, were on motion approved.

New Members.

W E Perry
T Staines
Gertrude Jospn
D S Eaken
M C Thuekeld
J. Varei
Mrs E R Mauzy
J. A. Hays
E J Trott
Mrs M A Baldwin
Mrs Mary E Mathews
F M Backrack
L. G Lacherston
Miss A Head
W Moorhead
Edw Stephenson
E A Close.

The Secretary presented report for February which was received and ordered spread on the minutes.

San Francisco Feb 4, 1902.

Board of Trustees of the Mechanics Institute.

Gentlemen:- Below is presented financial statement for January 1902.

Jan 1/02 Cash on Hand $1048.72

Receipts

Library	Dues	1257.50		
	Ent Fees	80.		
	Books	84.		
	Classes	84.50		
	Papers Sold	1.75	$1.785.75	
	Mut Savgs	325		
Pavilion	Rents	$430.00		
	Hays St Rents	311.		
	Gas	33.10		
	Lighting	4.		
	Electricity	5.		
	Damage	3.50		
	Sale of Asst	10.	796.60	
Folsom St Lot.			112.46	2,694.81
				$3.743.53

Expenditures.

Library	Books	$540.42		
	" Rents Rend	14.17		
	Binding	51.20		
	Classes	60.		
	Expense	171.52		
	Stereotypes	18.90		
	Lighting	87.95		
	Rent Vestry	79.45		
	Salary	777.50		
	Music	4.		
	Lectures - Printing	13.50		
	Water	17.55	$1836.16	
Pavilion	Salary	$70		
	Water Pavilion	13.80		
	" Hays St	7.		
	Labor	34		
	Glazing	7.35		
	Gas	36.50		
	Scavenger	6.	174.65	
Folsom St	Interest	$500.		
	Wages	35		
	Repairing grounds	15.50	550.50	
General	Salary	150.		
	Tributes	111.93	261.93	$2823.24
Feb 1/02 Cash on Hand				920.29

Summary

		net receipts	net Expenditures
Library	Receipts $1785.75		
	Expen 1836.16		$50.41
Pavilion	Receipts $796.60		
	Expen 174.65	$621.95	
Folsom St.	Receipts 112.46		
	Expen 550.50		438.04
General			261.93
Decrease in cash		128.43	
		$750.38	$750.38

Statement of Bills.

	Lib Gen	Lib Books	Pav.	Folsom	Genl	Total
Unpd Jan 1/02	$1157.56	$1204.69	116.99	484.25	150.	$3113.49
Contracted in Jan	1333.44	474.63	245.40	616.25	261.93	2931.65
	$2491.00	1679.32	$362.39	$1100.50	$411.93	6045.14
Pd in Jan	1207.47	628.69	174.65	550.50	261.93	2823.24
Unpd Feb 1.	$1283.53	$1050.63	$187.74	$550.00	$150.00	$3221.90

Respectfully
Jos M Cumming
Secretary.

Election Com. The President appointed Trustees Cook, Bull and Wagoner as the Committee to take charge of the annual election.

New Sig Book and agreement. The Secretary stated that a new signature book for members was needed and he requested instructions about engrossing Constitution &c in the book and the agreement to be signed by new members. Referred to Library Committee with power.

Feb 4/02.

Granite Statue

The Secretary reported that an inquiry had been made by parties wanting to know if the Institute would dispose of the large granite statue which has been in the Pavilion for a great many years unclaimed: Mr Wallis was requested to look into the matter of the Institutes title to the statue and report.

Blacksmith shop in Pavilion

The Secretary reported that a portion of Machinery Hall of the Pavilion could be rented out for a blacksmith shop, if the Institute would allow it, referred to Pavilion Committee

The meeting then adjourned

Jos M Cumming
Secretary

James Cosgrave
Recording Secretary

Feb 18/02.

San Francisco February 18th 1902.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Irving; present, Trustees Beaneton, Bull, Healy, Mead, Spaulding, Taussig, von Geldern, Wallis, Mr President (9) absent, Trustees Clark, Cosgrave, Day, Neal, Wagoner, (5), The minutes of the previous meeting were read and approved.

The Finance Committee reported cash on hand — $710.55
and recommended for payment, bills amounting to — 569.47
The recommendation was adopted by the following vote, — ayes, Beaneton, Bull, Mead, Spaulding, Taussig, von Geldern, Wallis, Mr President (8) noes, none, declined to vote, Healy (1)

Bills Ordered Paid

Jos M Cumming	$115.00	Fwd	$452.81	Fwd	$519.13
Payot Upham & Co	158.31	Lemcke & Buechner	59.32	W Morton	31
Hey Fechman	4.	Ry Express	5.	Globe Bkg Co	8.80
D J Stevens & Brown	175.50	Jackson & Curtis	2	Sons of Brevity Wellington	7.54
Fwd.	$452.81		519.13		$569.47

The Library Committee recommended for purchase books amounting to $610.20
The recommendation was adopted by the following vote - ayes, Beaneton, Bull, Mead, Spaulding, Taussig, von Geldern, Wallis, Mr President (8) noes, none. declined to vote, Healy (1).

The Library Committee presented the following ~~vote~~ report:-

San Francisco Feb 18th/02

Changes in Chess Room

To the Board of Trustees Mechanics Institute

Gentlemen:- The President of the recently organized Chess and Checker Club of the Mechanics Institute, was invited to attend a meeting of your Library Com. to make known the desires of the Chess and Checker players in reference to the new chess room. The following suggestions were made:-

That the ceiling and walls of the room be cleaned or painted;
That a sufficient number of cuspidors be purchased and notices put up in the room requesting cleanliness.
That the tables be thoroughly cleaned and rubbed at least twice per month.
That an electric light be placed over each table.
A request was also made in regard to the ventelation of the room.

All the above recommendations have already been acted upon by the Board or can be attended to by your Committee. We recommend that some action be taken in regard to the covering of the floor in the chess room and in the reading room.

Donations

A few necessary packs for the reading room have been ordered.
The Books of the Cal Psychical Soc. have been presented to the Mechanics Institute Library.

Books in Chess Room

Negotiations are pending for the affiliation of the Chemical Society and the Geographical Society of California. Your Com. ask authority to place new books on the subject of Chess and Checker in the Chess Room. Respectfully Submitted

R H Taussig
Geo Beaneton
G H Wallis
} Library Committee.

On motion of Mr Taussig the Buildings and Repairs Com. was instructed to investigate the matter of covering the chess room.
The request about books in the chess room was granted.
The entire report was confirmed.

Pavilion Committee – Mr Meese for the Committee reported against renting part of the Machinery Hall to a blacksmith. approved.

The Election Committee presented the following report.

San Francisco, Feb 18, 1902.

Election — Board of Trustees of the Mechanic's Institute
Gentlemen:- your Committee on Annual Election reports as follows:-

Judges — We recommend the following names for judges of election.
Henry Root.
Jas Kelly
Jas McAllen

We recommend that the polls be open from 11 a.m. to 9 P.M.
We recommend that no soliciting be allowed in the West Front room on the 2nd floor, where the members will vote.
We recommend that this Committee be given power to employ necessary clerks, and to provide meals for the judges.
The election matter has all been printed and will be distributed among the members this week.

Respectfully Alpheus Bull.
Com on Election.

On motion the Secretary cast the ballot of the Board for Messrs Root, Kelly and Collier for Judges of election and the Chair declared them elected. Messrs Bull and Mead acting as tellers.

The Librarian presented the names of the following persons as having joined the Institute all of which were on motion approved.

New Members

Robt Stevenson	J C Hellman (life)	Fred C. Blumberg
A Cassels.	Mrs Ruth Casey	Miss Agnes O'Brien
Mr Chas Weinehenk	S.D. Nevett	W J Hynes
Les Neumark	F.H. Wheelan	O M Deafen
Mrs Mamie Farley	Mrs Albert Salzscheider	F.R. Peake
A.S Jarvis	T.M. Ferguson	Mrs L.T. Eckley
John Hook	W.H. Breeding	Dr F.H.S Evelyn
Jas Merriman	Fred J Zschiesche	Robt H. O'Hea
Mrs L.S. Clark	R.E. Wood	J.B Stanley

Letters Read.

Hon. P. Lowe Fair regarding Hebert. Referred to Library Com.

Com Float Monument Com. asking installation of cornerstone stone to monument. read filed and ordered acknowledged.

Installation Committee — The Chair announced that the next order of business was the election of a Committee to install the Trustees at the next annual meeting.
The following were nominated Rodney Kendrick
Chas. M. Plum
H.D Lavelle.
There being no other nominations the Chair declared them appointed as the Installation Committee.

On motion, the Secretary was instructed to invite the Trustees who would be elected next week to the next meeting of the Board.

Shelving — On motion the Building and Repairs Committee was instructed to put up necessary shelving in the room used for offices by the affiliating societies. (Ayes and noes)

Healy's charges against Librarian — Mr. Healy presented a communication charging Librarian Taggart with certain lachesand malfeasances.
Mr. Blanchard moved that the charges preferred by Trustee Healy against the Librarian be referred to the President with the request that he examine them personally and report at the next meeting whether in his judgment he deems them sufficient to warrant an investigation. not carried
The motion was carried. The meeting then adjourned
Jas M Cumming
Secretary

James A Taggart
Recording Secretary

Mch 4/02.

San Francisco March 4th 1902.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Irving. Present at roll call. Trustees Beaneton, Clark, Bull, Cosgrave, Healy, Neal, Spaulding, Taussig, von Geldern, Wallis, Mr President (9) absent at roll call, Trustees Day, Mead, Wagoner (3) Trustee elect Jas Hyons also present

The minutes of the previous meeting were read and approved.

The Finance Committee reported recommending as follows:-

1st The payment of bills amounting to $2634.45

Delinquents to be dropped

2nd That all members owing 4 quarters or more dues to Mch 1, 1902 be dropped on June 1st next if they have not paid up by that time.

3. That an extension of 10 day be given to Mr Hall on his option for the purchase of the Coleom St Lot.

Hall option extended.

The recommendation to pay the bills was adopted by the following vote:- ayes Beaneton, Clark, Bull Cosgrave, Neal, Spaulding, Taussig, von Geldern, Wallis, Mr President (9) Noes None. Declined to vote Healy (1)

The recommendation to drop delinquents was adopted,

The recommendation to extend Mr Hall's option was adopted by the following vote:- ayes, Beaneton Clark, Bull, Cosgrave, Healy, Neal, Spaulding, Taussig, von Geldern, Wallis, Mr President (9) Noes none

Bills Ordered Paid

Pay Roll:				2634 45
Teggart, F.J.	$200.		Separate vote	
Colquhoun, R.D.	90.		L. Fr News Co	43 70
Woolcock, W. H.	75.			
Huntington, Miss S.	45.		Lemcke & Buechner	48 10
Mayers, G. H.	75.			
Atherton, Harlow	20.			3560 25
Harmond, F. L.	30.			
Lindsey, E. F.	28.20			
Sheppard, Miss J.L.	75.			
Blabon, C.	40.			
Jennings, W.	15.			
Harris, F. D.	50.			
Winslow, A. H.	45.			
Behrnd, G. A.	30.			
Latimer, L. P.	30.			
Buckley, M. C.	70.			
Cumming, J.M.	150.	1077	20	
Jos. M. Cumming		64	85	
Wm. H. Day		13	50	
Pac. Gas Imp. Co.		42	45	
Spring Valley Water Wks		34	45	
J. P. Brownlee		8	45	
Geo. Kanzee		60.		
James H. Barry		20	50	
S.F. Gas & Elec. Co.		35		
W. H. Weil		36	55	
University of Calif.		1000		
Bent & Meyerderks		13	50	
Pac. States Tele. & Tel. Co.		24	85	
Univ. & Pac. Gas Gov. Co.,		9		
Henry Ernst		44	35	
F. P. MacInnis		134	25	
Frank D. Morrell		1	75	
C. A. Worth		4	50	
Holbrook Merrill & Stetson		1	75	
John Partridge		4	55	
Valleau & Peterson		13		
		2634	45	

Mch 4/02.

The Buildings and Repairs Committee presented annual report showing principal expenditures for repairs &c. Received and filed

Secure Reading Rooms to be carpeted.

The Buildings and Repairs Committee presented estimate for carpeting chess and reading rooms, on motion the Committee was instructed to proceed with carpeting the chess and reading rooms by the following vote:- ayes, Beaneton, Clark, Healy, Neal, Spaulding Taussig von Geldern, Wallis Mr President (9) Noes, Bull, Cosgrave (2)

The Finance Committee recommended for payment bills for periodicals in favor of L. Fr News $436 & Lemcke & Buechner $48.90. The bills were ordered paid by the following vote:- ayes, Beaneton, Clark, Bull, Cosgrave, Neal, Spaulding Taussig von Geldern, Wallis, Mr President (9) Noes, None declined to vote, Healy (1).

Co. Med. Socy affiliation

The President stated that he had interviewed some members of the County Medical Socy in regard to their affiliation with the Institute, on motion the Library Committee was instructed to confer with the Medical Society with reference to their affiliation.

Pav. leased to Gleason for boxing

The Pavilion Committee reported that it had received two offers for the exclusive use of the Pavilion for boxing contests for the balance of 1902 on the basis of one contest a month. The offer of the Goemite Club being $275 per mo. and the offer of J. J. Gleason $300 per month, that it had accepted Mr Gleasons offer, he to pay $900 down and $300 per month commencing Mch 1/02 and the whole rent was paid -

The action of the Committee in leasing to Mr Gleason was approved by the following vote:- ayes, Beaneton, Clark, Bull, Cosgrave, Healy, Neal, Spaulding Taussig, von Geldern, Wallis, Mr President (9) Noes None.

The Pavilion Committee presented annual report which was received and filed (The report gives names and rents of Hayes &c. Tenants.)

Healy's charges not worth investigating

The President reported in the matter of the charges preferred at the last meeting by Trustee Healy against Librarian Teggart that after looking into the matter he did not consider the charges worth investigating. The report of the President was adopted.

The Librarian presented report for the month of February which was received and the following persons mentioned therein as having joined the Institute were on motion approved.

(See next page)

Mch 4/02.

New Members

Mrs Jas Craig	Ralph Harwood	Geo Knox
Miss Effie B McFadden	W D Brent	H H Thurber
Saml Foster	Matthew Turner	A W Gaylord
Jas Rolph Jr	R C Warfield	C H Handley
Harry Larkin	H R Hill	Jno Jones
E J Coffey	J W Rainey	Geo A Low
W B Rose	R P Melvill	W G Leach
J H Griffith	Mrs C M Hoffman	A H Wheeler
Lizzie M Cockell	Geo E Smith	F H Selby
	Ray Sullivan	

The Librarian presented report for the quarter ending Feb 28th 1902 Received and filed

The Librarian presented report for the year ending Feb 28/02 Received filed and ordered read at the coming annual meeting,

The Secretary presented report for February which was received and ordered spread on the minutes. (see below)

The Secretary presented report for quarter ending Feb 28th 1902 which was received and filed.

The Secretary presented report for the year ending Feb 28th 1902 which was received and filed and ordered read at the coming annual meeting.

Secretarys Report.

San Francisco March 4 1902.

Board of Trustees Mechanics' Institute

Gentlemen:- I present herewith financial statement for February 1902

Feb 1. 1902. Cash on Hand $920.29

Receipts

Library Dues	$1184.50		
Ent Fees	55.		
Life Memberships	50.		
Books	45.20		
Classes	4.50		
Sunday Rects	9.55		
Mut Sav Bk	325		$1673.75
Pavilion Rents	957.50		
" Hayes St	462.75		
Gas	85.50		
Lighting Electricity	36		
	16.50		
Damage	8.50		
Sale of Wood	3		1563.75
Folsom St Lot.		60	
			$3297.50
			$4217.79

Mch 4/02.

Expenditures

Library Books		660.21		
" Lick Fund		95.34		
Binding		182.72		
Classes		60.		
Expense		142.80		
Lighting		15.50		
Rent & Sta		43.65		
Salary		790.		
Lectures &c		36		
Water		18		
Repairs		250		
Furniture		30		$2318.22
Pavilion Salary		70		
Water Pavilion		12.10		
" Hayes St		7		
Labor		6		
Electricity		3		
Gas		14.40		
Lamps		21.		
Hardware		7.54		
Telephone		5.65		
Lighting		46		192.69
Folsom St	Insurance			50
General	Salary	150		
	Interest	101.11		251.11
				$2812.02

Summary

Library Rects	$1673.75	Net Rects	Net Expen.
Expen.	2318.22		$644.47
Pavilion Rects	1863.75		
Expen.	192.69	$1371.06	
Folsom St. Rects	60		
Expen.	50	10	
Genl Expenditure			251.11
Increase in coin			485.48
		$1381.06	$1381.06

Statement of Bills Pay.

	Library	Books	Bind.	Folsom	Genl	Total
Unpd Feb 1	$1283.53	$1050.63	187.74	550	$150	$3221.90
Contrs in Feb	1416.65	949.35	158.35	506	632.36	3656.71
	2700.18	1999.98	346.09	1050	$782.36	6878.61
Pd in Feb	1379.95	938.37	192.69	50	251.11	$2812.02
Unpd Mch 1	1320.23	1061.71	153.40	1000	531.25	$4066.59

Respectfully

J M Fleming Secty

Mch 4/02.

Judges' Report

The following report from the Judges of Election was received and ordered spread on the minutes.

San Francisco Feb 25th 1902.

Board of Trustees Mechanics Institute.

Gentlemen:- The Judges appointed by your Board to supervise the annual Institute election report as follows:-

The election was held today, the polls being open from 11 a m & 9 PM. There were 782 votes cast of these 16 ballots were rejected blank or improperly marked. The vote resulted as follows.

Geo Beaneton	320	Patrick J Gundon	38	Jas H Lyons	282
Henry M Black	66	Tracy L Ford	201	Byron Mauzy	153
Ernest Brand	82	Edward A Gallagher	17	L R Mead	360
C W Conlisk	147	Edward P Heald	334	Thos Mannin	84
Leo Cooper	167	P J Healy	82	Jos Rosenthal	60
Jas K Cosgrave	265	Saml C Irving	364	Calvin T Ryland	32
Wm M Cubery	143	H C Kerns	23	J C Sala	54
Jno M Curtis	211	John M Klein	54	Oscar A Huck	12
Henry C Davis	45	C Kaumeister	91	R J Tarsey	435
John S Drum	86	A Kawton	127	Geo H Walls	425
		John H Wise	52		

The following seven candidates having received the highest number of votes have been elected:-

R J Tarsey,
Geo H Walls,
S C Irving,
L R Mead,
E P Heald,
Geo Beaneton,
James H. Lyons.

Respectfully

Henry Root
James M. Kelley
J M Colier
} Judges.

Mr Bull moved that the thanks of the Board be extended to the Judges for their services. Carried unanimously

Letters Read.

Sierra Club protests

From Sierra Club protesting against award of lease of Pavilion for boxing contests to J J Dwyer. Referred to Pavilion Committee.

Library thanks Gift of pictures

From P J Healy, calling attention to the unprotected state of the Bullock Patent Reports and suggesting that they be placed in the Assembly Room. Referred to Library Committee.

Mch 4/02.

McNeill wants lease settled

From D B McNeill asking that his lease of 16th & Folsom be renewed to Dec 1. 1902, and stating that otherwise he would not be able to pay the increased rent commencing May 1st 1902. Referred to Folsom St Lot Committee.

The Secretary was instructed to advertise the coming annual meeting in the daily papers.

Supervisors notified Pavilion option expired

On motion of Mr Bull the Secretary was instructed to notify the Board of Supervisors of this City and County that their time for accepting the Institutes offer of the Pavilion block as made in accordance with resolution adopted by Board of Trustees, October 4th 1901, had expired.

On motion of Mr Wallis, the Secretary was instructed to notify Mr Healy of the extension of his option for the purchase of the 16th & Folsom St. Lot.

Wagoner leave

On motion of Mr. Tarsey a months leave of absence was granted to Mr. Wagoner on account of sickness.

Cosgrave's farewell

Retiring Trustee Cosgrave made a few remarks in connection with his term of office expiring.

The meeting then adjourned

John Cumming
Secretary

James A. Cosgrave
Recording Secretary

Mch 8/02. Special

Special Sell Folsom St Lot.

San Francisco March 8th 1902.

Special Meeting of the Board of Trustees of the Mechanics' Institute held this night in the Mechanics Institute Library Building at 7:45 o'clock, President Deering presiding. Present at roll call, Trustees Beanson, Clark, Bull, Cosgrave, Day, Healy, Mead, Neal, Spaulding, Taussig, Walls, Mr President (12) Absent at roll call, Trustees, von Geldern, Wagoner (2).

The President stated that he had called the meeting and had instructed the Secretary to send the following notice of the meeting.

Notice to Trustees – Special Meeting.

You will please take notice that a special meeting of the Board of Trustees of the Mechanics' Institute will be held on this Saturday Evening the 8th day of March, 1902, at the hour of 7:45 P.M. in the office of the Mechanics' Institute, for the purpose of authorizing the President and Secretary of the Mechanics Institute to make, execute and deliver a deed on behalf of the Mechanics' Institute to the American Steel and Wire Co. of New Jersey of the Folsom street Lot for the consideration of $90.000, and for the purpose of authorizing the disposition of the proceeds of such sale & the payment of any indebtedness due to the 1st National Bank and the University of California.

In executing such deed, the Secretary to be authorized to affix the corporate seal of the Mechanics Institute thereto.

By Order of Deering President Respectfully John Cumming Secty

A notice was read from Frederic W. Hall to the effect that he had assigned to the American Steel and Wire Co. of New Jersey, the option to purchase the 16th and Folsom St Lot granted to him by the Institute January 9th last.

A notice was read from the American Steel and Wire Co. of New Jersey to the effect that Frederic W. Hall had assigned to it his option for the purchase of the 16th and Folsom St Lot granted him by the Institute Jany 9th last; the notice further states that the said American Steel and Wire Co. accepted the proposition made in said option to said Hall, and agreed to purchase said property at price fixed in said option and it tendered $90000 the purchase price together with $416.67 its proportion of taxes to July 1, 1902 and it agrees to pay the taxes for the fiscal year beginning July 1st 1902 and it further demanded a deed to said property.

Mr. Walls presented the following resolution and moved its adoption Mr. Day seconded the motion. see next page.

S

Special Mch 8/02.

Folsom St Lot Sold.

Resolution to deed Folsom St. Lot.

Whereas, at a special meeting of the members of the Mechanics Institute held on June 21st 1900, the Trustees were authorized to sell that piece of property known as the Folsom St lot, and being all that part of Mission Block No. 48, in the City and County of San Francisco, State of California, belonging to the Mechanics Institute; and

Whereas, the said Trustees acting under said authority, on January 9th 1902, entered into a contract to sell said property to Frederic W. Hall, or his assigns, for Ninety thousand ($90000) cash, on or before March 10th 1902, and

Whereas, said Frederic W. Hall has assigned said contract and all his rights thereunder to the American Steel and Wire Company of New Jersey, a corporation, written notice of which assignment has been duly served upon the Mechanics' Institute; and

Whereas, said the American Steel and Wire Company of New Jersey has accepted said offer and has tendered to the Mechanics' Institute the sum of Ninety thousand dollars ($90 000) in payment for said property, and has demanded that the Mechanics' Institute execute and deliver to it a good and sufficient deed of said property, being the property hereinafter described:

Now, therefore, Resolved, That the Mechanics Institute sell said property hereinafter described to said the American Steel and Wire Company of New Jersey, and the President and Secretary are authorized and directed to make and execute a deed from the Mechanics Institute to the American Steel and Wire Company of New Jersey for said property and affix the seal of this corporation thereto, and deliver said deed to said the American Steel and Wire Company of New Jersey on receiving said sum of Ninety Thousand Dollars ($90000)

The following is a description of the said property hereby sold and of which conveyance is hereby directed to be made.

All that certain piece of land situate, lying and being in the City and County of San Francisco, State of California, described as follows, to wit;

Commencing at the North east corner of Folsom and 16th Sts, running thence Easterly, along the Northerly line of 16th St 312 ft; thence North 14° 21' East 53.85 feet; thence North 10° 08' East, 51.66 feet; thence North 43° 02' East, 40.69 feet; thence North 44° 18' East, 75.83 feet; thence North 3° 40' 27" East 73.24 feet; thence North 48° 49' East 83.61 feet to the west line of Harrison St; thence Northerly along said line of Harrison Street, 228 ft 9 inches to the Southerly line of 15th Street; thence Westerly, along said line of 15th Street 558 feet to the Easterly line of Folsom St; thence southerly along the Easterly line of Folsom St 520 feet to the place of beginning Being part of Mission Block Number Forty-eight (48).

The motion to adopt the resolution was carried by the following vote:- ayes Beanson, Clark, Bull, Cosgrave, Day, Healy, Mead, Neal, Spaulding Taussig, Walls, Mr President (12) Noes None.

Mr. von Geldern entered

Mch 8/02. Special.

Debts Paid

Mr. Mead moved that the note of the Mechanics Institute & the 1st National Bank amounting to $6000 be paid, and that $4900 be paid to the University of California on account of principal of mortgage on Pavilion Block, the motion was carried by the following vote:- ayes, Beanston, Clark, Bull, Cosgrave, Day, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis, Mr President (13) Noes, None.

McNeill & Ry Co reopened

Mr Wallis moved that the Secretary notify Mr D R McNeill and the Market St. Ry Co. of the sale of the 16th & Folsom St lot. the motion was carried by the following vote:- Ayes, Beanston, Clark, Bull, Cosgrave, Day, Healy, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis, Mr President (13) Noes None.

Thanks to Wallis

Mr. Bull moved that a vote of ~~thanks~~ be tendered Trustee Wallis for his services in carrying the sale of the Folsom St Lot to a successful conclusion. the motion was carried unanimously.

The meeting then adjourned
Jno M Cumming
Secretary

James E Cogswell
Recording Secretary

Annual. Mch 8/02.

San Francisco Saturday March 8th 1902

Annual The Annual Meeting of the Mechanics Institute was held to-night at 8 o'clock in the Mechanics Institute Library Building, President Samuel C. Irving in the chair and sixty five members present.

The minutes of the Members Quarterly meeting of December 9th 1901 were read and approved.

Reports The annual report of the Secretary was read ordered spread on the minutes. See pp 511/12 following

The annual report of the Librarian was read and ordered spread on the minutes. See p. 513 following

The report of P. Van Pelt auditor, showing the Institute books expected to March 1st 1902 was read. See p. 513 following.

The annual report of the President was read and ordered spread on the minutes. See pp 509/10 following.

The following report of the judges was read and ordered spread on the minutes

D. 7 Fb 25/02.

Judges Board of Trustees Mechanics Institute.-

Gentlemen:- The Judges appointed by your Board to supervise the Annual Institute election report as follows:-

The election was held today, the polls being open from 11 a.m. to 9 P.M. There were 782 votes cast, of these 16 ballots were either blank or improperly marked.

The vote resulted as follows:-

Geo Beanston	320	P J Sundon	38	Jas N Lyons	282
Henry M Black	66	Percy L Ford	201	Byron Mauzy	153
Ernest Brant	82	Ed J Gallagher	17	L R Mead	360
E W Conlick	147	Edwd P Heald	334	Thos Morrin	84
Leo Cooper	167	D J Healy	82	J Rosenthal	60
Jas K Cosgrave	365	F C Irving	364	C F Ryland	32
Wm M Cubery	143	H C Keene	23	H Sala	54
Jno M Curtis	211	Jno M Klein	54	O F Shuck	12
Hy C Davis	45	C Plummer	91	R J Taussig	435
Jno S Drum	86	W Hawton	127	Geo H Wallis	425
				Jno Wolsi	52

The following seven candidates having received the highest number of votes have been elected — R J Taussig, Geo H Wallis, F C Irving, L R Mead, E P Heald, Geo Beanston, Jno H Lyons

Respectfully
Henry Root
James M Kelley
J M Klein
} Judges

Mch 8/02.

Annual.

Confirming sale of Folsom St Lot.

The President announced that acting under the authority granted the Board of Trustees at the special meeting of the Institute held June 21, 1900, the Trustees had sold the 16th Folsom St. Lot to the American Steel and Wire Co. of New Jersey, for $90000 cash and the deed has been delivered to the American Steel & Wire Co and the money paid to the Institute.

Mr. Geo. N. Wallis presented the following and moved its adoption

WHEREAS, at a special meeting of the members of the Mechanics' Institute held on June 21st, 1900, the Trustees were authorized to sell that piece of property known as the Folsom Street lot, and being all that part of Mission Block No. 48, in the City and County of San Francisco, State of California, belonging to the Mechanics' Institute; and

WHEREAS, the said Trustees, acting under said authority, have sold said property to The American Steel and Wire Company of New Jersey for Ninety Thousand Dollars ($90,000.00) cash:

NOW, THEREFORE, RESOLVED, That the action of said Trustees be, and it is hereby ratified, confirmed and approved.

Note. See minutes of Sept 9/02 p. 563 to show that these minutes were amended to show that E. A. J. Gallagher voted against this motion. Jas M. Cumming Sec'y.

The motion to adopt the resolution was carried.

Healy's privilege

Earlier in the evening Mr. P. J. Healy presented a resolution calling for an investigation of certain alleged actions of the Librarian of the Institute, and he moved its adoption. There was no second to the motion, at this point Mr. Healy rose to a question of privilege in connection with the resolution presented by him. After some of Mr. Healy's remarks, the Chair declared him out of order, as his remarks did not pertain to the question of privilege.

Thanks to Wallis

The President stated that the sale of the 16th and Folsom St Lot had been accomplished largely through the efforts of Trustee Geo. N. Wallis, and on motion the thanks of the Institute were tendered Mr. Wallis for his services.

Trustees Installed

The Chair stated that none of the members appointed to install the Trustees elect were present and he named as their substitutes, Messrs. Horace Wilson, Horace D. Dunn and L. Diamant.

Mr. Wilson read the obligation of office as required by Section seven of article Nine of the Constitution to Trustees elect Rudolph J. Tavaressi, Geo. N. Wallis, Samuel C. Irving, L. R. Mead, Edward R. Heald, Geo. Deardon and Horace N. Lyons, all of whom agreed to and subscribed to the same in the presence of the Election Committee and Mr. Wilson declared them duly installed Trustees of the Mechanics' Institute.

There being no further business the meeting then adjourned

Jas M. Cumming Secretary

James A. Corgan
Recording Secretary

Mch 8/02.

Annual Reports,

presented at Annual meeting. See p. 507.

PRESIDENT'S REPORT.

To the Members of the Mechanics' Institute:

The 47th Annual Report of the President of the Board of Trustees is herewith submitted for your consideration. The year just ended has been in many respects one of satisfaction to the Trustees, and I hope has merited the approbation of the thinking members of the Institute. During the prior year a feeling of unrest and gloomy anticipation that seemed to threaten the existence of the Institute had been developed. The growing success of the Free Library under its able management and the imposing gift of Andrew Carnegie appeared to many to be the handwriting on the wall that marked the ignominious end of the Mechanics' Institute. And so pessimistic did some of the members become that the transfer of the properties of the Institute to the Free Library was seriously advocated. The Board of Trustees did not however share these gloomy views, did not believe the Institute was a decadent institution, but rather felt there was a great future in store and took hold of affairs in an enthusiastic, energetic and business-like manner.

A policy of progress was adopted. That their efforts have been crowned by success is manifest in the reports that have been submitted you by the Librarian and Secretary, and by the general good feeling and interest shown by you in more frequent attendance at the Library, at meetings and at lectures. The full force and effect of their work and self-sacrifice, for the proper management of the Institute requires much time and thought, will be more manifest in the years to come, perhaps, than at the present time. While there has been a slight decrease in membership, the increase in the amount received from dues shows that the present membership is more prompt to meet its obligations. There has been a weeding out of delinquents long carried on our books and to-day our rolls are in a cleaner and healthier condition than they have been in years. The greater interest of members in the Library is manifest in the very large increase in circulation—over forty per cent. This, I believe, has been induced by the improvement in desk management, by the more liberal purchase of books, and by the general air of prosperity evidenced by fresh paint, clean walls and improved janitor service.

The finances of the Institute were well handled by an intelligent committee—two vexatious lawsuits were settled for small amounts, expenses were limited to necessities, though niggardliness was carefully avoided. The receipts were greater than the expenses, and the debts of the Institute inherited by the present Board were not increased.

Folsom Street lot, that great drain on our income, using up the dues of one thousand members for interest, is to-day made a thing of the past, soon to be only a memory and a warning against future speculations in land. A tender of a certified check for $90,000.00 was made me this afternoon accompanied by a formal demand for the delivery of a deed to the property—the rest is a matter of form and will be completed by the Trustees at their first meeting.* Instead of Five Hundred dollars a month for the purchase of books as at present, One Thousand dollars will be available for such and kindred purposes. The members will certainly appreciate a more liberal supply of the latest books—a supply that will tend in a great measure to satisfy that demand that has been patient and long suffering for many months past.

The net returns from the Pavilion Block for the past year have been large, the largest in fact in the history of the Institute, outside of the years of successful Fairs—totaling

* The sale of the lot was completed at a special meeting held immediately before the annual meeting, and the action of the Trustees in selling the lot was ratified at the annual meeting.

March 8/02.

arly Nine [illegible] dollars. This property was offered to the City as a site for the Free Public Library for the sum of $750,000.00. The option given the City expired the beginning of this month and has not been renewed. While I believe the Institute does not wish to act selfishly, at the same time it is evident that the value of this property has materially increased since the offer was made the City, and in view of the fact that in the near future a railroad terminus will be established near it, a million dollars does not seem too great a sum to fix as the selling price of that magnificent piece of property.

The interior of the Post street premises have been renovated in a measure—a hall available for meetings and lectures provided, while those members who frequent the reading and chess rooms have been made as comfortable as the present [illegible] permits. Other changes are contemplated looking toward the improvement and betterment of our surroundings. With a lecture hall to offer in addition to our other features, it became possible to secure the affiliation of societies that made the giving of lectures a special feature. Two such societies, The Technical Society of the Pacific Coast and the California Association of Stationary Engineers, have already affiliated and three others of prominence in the community have made application for affiliation. The members added to the Institute roll through these societies are of the highest character and tend to strengthen the already good standing which the Mechanics' Institute has in this community. The incoming of these societies was made the occasion for a reception in their honor and so successful [illegible] in promoting a feeling of good-fellowship, that other receptions are in contemplation. A Chess and Checker Club has been formed on liberal lines, with a view of promoting interest in these games of scientific skill and mental acumen and of increasing the fame which this Institute has acquired through the prominence of its players.

A series of lectures, covering a wide range of subjects was given during the winter months. That these lectures were enjoyed was made manifest through the large attendance of members and their friends. The lecturers as a rule gave their services free of charge, feeling that the appreciation shown by the Institute was ample recompense for their labors.

The class rooms have been refurnished with desks, and increased lighting facilities provided. The improvements were necessary to secure proper accommodations for an important and growing branch of our membership. Recognizing the importance of our position in the Library world, our Library has been made the depository of the Catalogue Cards issued by the Library of Congress. This distinction is more manifest when it is considered that the number of such depositories is limited and that ours will probably be the only one established on the Coast.

This in brief is the history of the past year—a year made full of promise and hope by the energy of the Trustees and the co-operation of the members.

Death during the year removed three active workers from our roll—Joseph Britton, who had honorably filled the office of President of the Board of Trustees, Oscar Lewis, an ex-Trustee and an earnest friend of the Institute, and Alfred Cridge. Though the latter had never filled an office, or even aspired to one, no member had the welfare and advancement of the Institute more at heart than had this quiet, unassuming old man. We mourn our loss, but we sustain ourselves with the hope that the examples of their lives will stimulate a zeal in those who remain with us for the advancement of the Institute.

During the year several matters looking toward the better management of the affairs of the Institute and to establishing a closer bond between the members and the Trustees have been considered by me. The first and most important is a complete revision of the Constitution and By-Laws. Through amendments and changes, some of them made without due consideration, our fundamental law is not up to the requirements of an institution of the size and importance of the Mechanics' Institute. The method of receiving ballots should, in my opinion, be changed so that the total votes received should be more representative of our large membership than is manifest by the present system. The record of the last three years shows that less than seven hundred members voted in 1900, less than six hundred in 1901 and less than eight hundred in the election of a few days ago, and this out of a total membership of nearly four thousand.

I would suggest that the letter system that has proven so successful in the elections of the Technical Society be adopted. It is safe, secret and effective in securing a large representation, and in interesting the voting members. That our members would be in accord is shown by the returns that were received when an expression of opinion in regard to the disposal of our properties was asked by postal card. Sixteen hundred and twenty-one replies were received—a total nearly equal to the total of votes polled for Trustees in the last three elections. This method would do away with the enthusiastic and noisy solicitors for votes that crowd our halls and stairways on Election Days and make things generally disagreeable for the ladies and reading members, and would be productive of greater interest in a greater number of members.

March 8/02.

I would suggest that members of thirty years' standing be made life members. It would be an inducement for members to retain their standing and would be a fitting reward for their loyalty. Our finances will soon permit of this change. Many of those whose labor has built up this Institute have, through stress of circumstances, been compelled to give up their membership at a time of life when it would be most useful and enjoyable to them. This is manifestly unfair and should be remedied.

In view of the increased purchases of books made possible by the sale of Folsom Street lot, it seems to me good business policy to increase the number of books allowed each member from two to three. Such a change would take us out of the range of competition by the Mercantile and Free Public Libraries.

In closing permit me to express my thanks for the hearty co-operation of my fellow Trustees and for the vote of confidence given my administration by the members at the last election.

Submitted,

S. C. IRVING,

President Board of Trustees.

SECRETARY'S REPORT.

San Francisco, Mar. 4, 1902.

Board of Trustees of the Mechanics' Institute—

Gentlemen: I have the honor to present below financial statement for the year ending February 28, 1902:

Cash on hand March 1, 1901		$1,039.17
RECEIPTS.		
Library—		
Dues	$18,602.00	
Entrance fees	713.00	
Life memberships	100.00	
Books—		
Fines (1921) $294.65		
Extras (4306) 430.60		
Paid for (1330) 193.45	918.70	
Class fees	84.00	
Library Bulletin	626.10	
Donations	130.00	
Mutual saving bank	3,900.00	
Sundry receipts	87.55	$25,161.35
Pavilion—		
Rents	9,864.60	
Hayes St. rents	4,598.25	
Sale of old materials	24.10	
Repaid by lessees—		
Gas $687.85		
Lighting 163.00		
Mantels 12.00	862.85	
Electricity	86.70	
Damage	67.35	
Water	20.00	
Telephone	9.50	
Scavenger	10.00	
License	60.00	$15,603.35
Folsom St. Lot—		
Receipts	2,210.00	
Bills Payable	4,000.00	$46,974.70
		$48,013.87
EXPENDITURES.		
Library—		
Books	$ 6,287.05	
" Lick Fund	492.67	
Binding	1,976.49	
Periodicals	1,980.90	
Music	13.00	
Classes	602.00	
Expense	1,427.34	
Fuel	220.27	
Furniture	271.53	
Insurance	461.50	
Lectures—		
Printing $13.50		
Fees, Lect'rs 30.00	43.50	
Library Bulletin	823.54	
Lighting	1,067.10	
Printing and stationery	1,338.94	
Repairs	392.50	
Salaries	8,676.00	
Taxes	1,448.92	
Water	214.60	$27,734.85

Mch 8/02,

Pavilion—		
Salary and labor	$ 953.75	
Repairs	98.31	
Glazing	34.45	
Hardware and supplies	40.13	
Taxes	3,358.57	
Insurance	683.50	
Water	192.10	
Gas	646.15	
Lighting	147.00	
Mantels	79.50	
Electricity	70.00	
Telephone	88.85	
Refund of rent	100.00	
License	94.00	
Scavenger	39.00	
Sundries	2.00	
Water Hayes St. houses	95.70	
Repairs " " "	110.40	$ 6,833.41
Folsom St. Lot—		
Interest	$ 6,000.00	
Insurance	100.00	
Repairs	157.05	
Taxes	793.69	
Water	6.95	
Preparing grounds	155.40	
Refund of rent	50.00	
Sundry	10.00	$ 7,273.09
General Accounts—		
Salary	$ 1,800.00	
Interest	1,413.50	
Profit and loss	1,553.25	$ 4,766.75 $46,608.10
Mar. 1, 1902. Cash on hand		1,405.77
		$48,013.87

SUMMARY OF RECEIPTS AND EXPENDITURES.

		Net Rects.	Net Expenditures.
Library—			
Receipts	$25,161.35		
Expenditures	27,734.85		$2,573.50
Pavilion—			
Receipts	15,603.35		
Expenditures	6,833.41	8,769.94	
Folsom St. Lot—			
Receipts	2,210.00		
Expenditures	7,273.09		5,063.09
General—			
Receipts	4,000.00		
Expenditures	4,766.75		766.75
Increase in coin			366.60
		$ 8,769.94	$ 8,769.94

STATEMENT OF LICK FUND.

Balance Mar. 1, 1901	$ 2,622.09	
Less books paid for	492.67	
	2,129.42	
Interest at the rate of 7%	163.34	
Balance Mar. 1, 1902	$ 2,292.76	

STATEMENT OF ASSETS AND LIABILITIES.

Assets.		
Post street property	$163,585.30	
Pavilion block	251,717.54	
Folsom street lot	205,139.21	
Books	126,205.00	
Bindings	26,160.09	
Periodicals	24,887.70	
Music	114.53	
Furniture	13,567.46	
Cash in Secretary's hands	100.00	
" " Librarian's hands	50.00	
Cash in Bank	1,405.77	$812,932.60
Liabilities.		
Stock	$404,660.80	
Profit and loss	279,979.04	
Lick Fund	2,292.76	
Bills payable.		
Mortgage on Pavilion block	100,000.00	
Due First National Bank	26,000.00	$812,932.60

Respectfully submitted,

JOSEPH M. CUMMING,

Secretary.

Mch 8/02,

AUDITOR'S REPORT.

San Francisco, March 8, 1902.

Board of Trustees Mechanics' Institute—

Gentlemen: I have carefully examined the books and accounts of the Institute for the quarter ending February 28, 1902, and find them correct.

All vouchers for the quarter are properly approved and are now on file in the Secretary's office. The balance in bank and on hand agrees with the amount as shown by the cash book.

I enclose trial balance of the ledger, February 28, 1902.

Respectfully submitted,

P. VAN PELT,

Auditor.

LIBRARIAN'S REPORT.

San Francisco, March 4, 1902.

To the President and Board of Trustees—

Gentlemen: I have the honor to present the forty-seventh annual report of the work and business of the library for the year ending February 28, 1902.

MEMBERSHIP.

Number reported February 28, 1901		3,807
New members, subscription	713	
New members, life	2	
Reinstated	1	716
		4,523
Withdrawn		823
Membership February 28, 1902		3,700

BOOKS.

The accessions of books for the year have been 3,829 volumes, classified as below:

Bibliography	330	History	145
Philosophy	43	Theology	68
Sociology	559	Useful Arts	422
Natural Sciences	190	Travel	82
Fine Arts	192	Literature	219
Fiction	1,467	Biography	112

These were assigned to

Reference Department	1,286
Circulation	2,543

These were acquired by:

Purchase	2,578
Gift	828
Binding	423

The following table shows the numerical strength of the Library:

Number of volumes reported Feb. 28, 1901			85,191
Accessions, Feb. 28, 1901 to Feb. 28, 1902	3,829		
Lost and paid for, or sold	1,320		
Exchanged	86		
Worn out and destroyed	430	1,836	1,993
Present number in Library			87,184

In addition to the 646 new books, periodicals and pamphlets bound, there were 843 old books re-bound.

CIRCULATION.

The Library was open 303 days during the year; 185,509 volumes were issued for home use, a daily average of 613. The circulation shows an increase over that of the preceding year of 55,000.

LECTURES.

The following lectures have been delivered during the year:

December 14, 1901, "Adelbert Von Chamisso," by Prof. Albin Putzker, M. A.

December 21, 1901, "Eye Diseases, What the Public Should Know of Them," by Dr. C. S. G. Nagel.

December 28, 1901, "Japan—The Land of the Rising Sun," by Mr. Henry Payot. (Illustrated.)

January 11, 1902, "The Fight for American Liberty" in German Literature, by Prof. Julius Goebel.

January 18, 1902, "A Trip to Peking and the Great Wall of China," (illustrated) by Prof. John Fryer, LL. D. Part 1.

January 25, 1902, "A Trip to Peking and the Great Wall of China," (illustrated) by Prof. John Fryer, LL. D. Part 2.

February 1, 1902, "Art in Landscape Gardening," (illustrated) by Oscar A. Prager-Windshagen, B. A.

February 8, "Fog Phenomena," (illustrated) by Alexander McAdie.

February 15, 1902, "Goethe's Faust," by Prof. Albin Putzker.

Respectfully submitted,

FREDERICK J. TEGGART,

Librarian.

Mch 8/02.

Not Used

Not Used

Mch. 8/02.

Not Used

Organization of Board.

Mch 8/02.

San Francisco, March 8th 1902.

Officers Elected.

Immediately after the adjournment of the Annual Meeting, the Board of Trustees of the Mechanics' Institute met in accordance with Section 2 of Article VII of the Constitution; Mr. Irving in the Chair., Present at Roll Call, Trustees Brannon, Bull, Clark, Day, Heald, Irving, Lyons, Mead, Neal, Spaulding, Taussig, von Geldern, Wallis (13) Absent at Roll Call, Trustee Wagoner.

The Chair appointed Messrs Mead and Clark, tellers of the election.

The Chair announced the first order of business to be the election of a President. Mr. Irving from the Chair nominated Mr. R. J. Taussig. There being no other nominations the Board proceeded to ballot., on the tellers' report of 13 votes cast and all of them for Mr. Taussig, the Chair declared Mr. R. J. Taussig to be elected **President** of the Mechanics Institute for the ensuing year.

Mr. Taussig took the chair and briefly thanked the Board for his election.

For **Vice-President** Mr. Spaulding nominated Mr. Geo. H. Wallis, there being no further nominations, the Board proceeded to ballot. on the tellers report of 12 votes cast and all of them for Mr. Wallis, the Chair declared him elected Vice President.

For **Corresponding Secretary**, Mr. Bull nominated Mr. James N. Lyons; there being no other nominations, the Board proceeded to ballot. on the tellers report of 12 votes cast and all of them for Mr. Lyons, the Chair declared him elected Corresponding Secretary.

For **Recording Secretary**, Mr. Mead nominated Mr. James G. Spaulding. There being no other nominations the Board proceeded to vote on the tellers report of 13 votes cast, 12 for Mr. Spaulding and 1 blank. the chair declared Mr. Spaulding elected Recording Secretary.

For **Treasurer**, Mr. Clark nominated the 1st National Bank of San Francisco, there being no other nominations the Board proceeded to ballot. On the tellers report of 12 ballots cast and all of them for the 1st National Bank, the Chair declared it elected Treasurer.

The meeting then adjourned.

J. N. Cumming
Secretary.

J. G. Spaulding
Recording Secretary.

Mch 18/02.

San Francisco March 18th 1902.

Regular meeting of the Board of Trustees of the Mechanics Institute held in the Mechanics Institute Library Building tonight at 8 o'clock, President Lansing in the Chair. Present at roll call Trustees Beaneton. Bull. Heald. Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Mr President (11) absent at roll call, Trustees Clark, Day, Wagoner (3)

The minutes of the meeting of March 4th and of the two Board meetings of March 8th last were read and approved.

Committees not appointed

The President stated that in amendment to the By-laws affecting the Committees of the Board would be offered tonight, and on that account he would not appoint standing Committees until the amendment was acted on, and till then he requested the Committees appointed last year to act.

Money paid for Folsom St Lot.

The President reported that in accordance with the instructions of the special meeting of March 8th last a deed from the 16th, Folsom St Lot had been executed and delivered to the American Steel and Wire Co. of New Jersey, and that $90,000 had been received therefor. The President reported also that the notes amounting to $26000 owing the 1st National Bank had been paid and that $64,000 had been paid to the University of California on account of principal of mortgage held by it on the Pavilion Block.

The Finance Committee presented bill for Taxes Folsom St Lot $ 388.27
Am Steel & Wire Co. 36.65
$ 424.92

The bills were ordered paid by the following vote:- ayes, Beaneton, Bull, Heald, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, (1 present) (Wagoner) Wallis, Mr President (11), noes none.

Mr Clark entered.

Letters Read.

From McGlashan Hardcastle in regard to cleaning Chess Room. Received and filed.

Radcliffe Examinations

From Radcliffe College asking use of room for their entrance examinations next June. Request granted.

The matter of making return to the assessor was referred to the Finance Com.

Electric Lights contract

The matter of making contract for electric light for the Library was referred to the Buildings and Repairs Committee.

Printing Report

The Printing and Advertising Committee were instructed to have the annual report printed by the following vote:- ayes, Beaneton, Bull, Clark, Heald, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Mr President (12), noes none.

Mch 18/02.

Installation Confirmed

The action of President Irving at the annual meeting of the Institute of March 8th last in appointing Messrs: Horace Wilson, Horace D. Dunn and L. Diamant as the committee to install the Trustees-elect, in place of Messrs Kendrick, Plum, and Saville none of whom were present, was confirmed.

Fire at Pavilion

The Secretary reported that a small fire had occurred on the Larkin St front of the Pavilion on March 5th last, caused by a broken electric wire. The fire had been put out by the janitor of the Pavilion who had ruined a suit of clothes while putting it out. The Secretary reported that he had made claim for $ 10 insurance which had been paid. The action of the Secretary was confirmed. On motion of Mr Irving the janitor of the Pavilion was given a suit of clothes at a cost not to exceed $ 25 by the following vote:- ayes, Beaneton, Bull, Clark, Heald, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Mr President (12), noes none.

Books to members

Mr Clark called attention to the suggestion made by the President in his annual report, viz: that three books be the number each member be allowed to take from the Library. On Mr Clark's motion, the matter was referred to the Library Committee to report on.

Mr. Beaneton submitted the following

Amendments to the By-Laws.

San Francisco March 18th 1902.

Amendments to By-laws

To the Board of Trustees
Mechanics' Institute:- I hereby give notice that at the next regular meeting of the Board of Trustees I shall move the adoption of the following resolutions:-

Resolved, That Section 8, Article 2, of the By-Laws be and the same is hereby rescended.

This section relates to the management of the Folsom Street property; as this property has been sold, there is now no further need for this Committee.

Resolved that Section 1 Article 2 of the By-Laws be so amended as to read as follows:-

Sec 1. At the first regular meeting of the Board of Trustees, or as soon thereafter as may be practicable, the President shall appoint fifteen standing committees, to consist of three members each, except in the cases of the management Committee and the New Library Building Committee, which committees shall be composed of five members each.

1. Finance
2. Buildings and Repairs
3 Library
4. Lectures and Classes
5. Printing and advertising
6 Pavilion

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7. New Library Building
8. Membership
9. Constitution and By Laws
10. Management
11. Exhibits
12. Machinery
13. Art
14. Music
15. Tickets and Admission.

Each Committee shall approve all bills incurred in its departments before they are audited by the Finance Committee.

Resolved that a new section of the By Laws to be known as Sec 8. article 2 be adopted as follows.

Sec 8. New Library Building. The Committee on New Library Building shall take under consideration the matter of a new building for the Library of the Mechanics' Institute. It shall make thorough investigation into questions involving a suitable site for the building, its size, character and cost of the building required, and the probable income from such portions of the building as may be offered for rents. It shall report to the Board of Trustees from time to time, such matters pertaining to the progress of its special work as it may deem proper for the information of the Board or for its action.

Resolved, That a new section of the By-Laws, to be known as Section 8A, article 2 be adopted as follows:—

Section 8A - Membership. The Committee on Membership shall devise and propose to the Board of Trustees ways and means for increasing the membership of the Institute. It shall receive and give prompt and proper attention to all complaints from members of the Institute. It shall also have charge of the distribution of all printed matter relating to membership in the Institute.

Resolved that a new section of the By Laws to be known as section 8 B, article 2 be adopted as follows

Section 8 B. Constitution and By Laws. The Committee on Constitution and By Laws shall examine and report upon all propositions presented to the Board of Trustees relating to any of the provisions of the Constitution and By Laws. It shall also formulate and present such new provisions as it may from time to time deem necessary for the proper transaction of the business of the Institute or the Board of Trustees

signed Geo Beaneton

The meeting then adjourned
John Cumming
Secretary

J. J. Spaulding
Recording Secretary

April 1/02.

San Francisco April 1st 1902.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute Library Building tonight at 8 o'clock by President Tarrant. Present at roll-call, Trustees Beaneton, Bull, Heald, Lyons, Neal, Spaulding von Geldern, Wallis, Mr President (7) absent at roll call, Trustees Clark, Day, Irving, Mead, Wagoner (5).

The minutes of the previous meeting were read and approved.

The Finance Committee reported cash on hand— $2592.04 and recommended for payment bills amounting to 4187.70. The bills were ordered paid by the following vote:— ayes, Beaneton, Bull, Heald, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr President (7) Noes. None.

The Finance Committee presented report of P. Van Pelt, Auditor, showing the Institute books expected 1 March 1902. Received and Filed.

Bills Ordered Paid.

Pay Roll	$1056.50	Forward	$3974.30	Forward	$4084.28
Jno Cumming	88.58	Cunningham Co.	19.43	Pkg Bulletin	18.
T.H. Taggart	37.	Sunset Press	34.	Evening Post	8.40
City & Co Tax Coll.	2231.22	Bonestell & Co	4.80	Examiner	11.70
Univ of Cal.	276.	Riley Bureau	4.	Chronicle	13.65
A.R. McNeil	28.	Union Oil Co	9.60	Commercial Co	6.
Underwood Elec Co	83.	Merc. Ind Co	9.50	Bulletin Co	5.
Pac Co. Imp Co	2830	Jas Hedemark Co	2.50	Herald Judge	40.95
Nickells & McKenna	103.40	Robinson & Ellis	1.15		$4187.98
Equit G.L. Co	45.30	P. Van Pelt	25.		
Forwd	$3974.30	Forward	$4084.28		

Elec Lt contract

Mr Bull for the Building and Repairs Committee brought up the matter of the electric light contract for the Library. Referred to Buildings and Repairs Committee to report at next meeting.

The Library Committee recommended for purchase books amounting to $45.30. This recommendation was adopted by the following vote:- ayes Beaneton, Bull, Heald, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr President (7) Noes, None.

The Library Committee presented the following report.

San Francisco April 1st 1902

Miss Shepard catalogues vice Williams

Board of Trustees Mechanics Institute-

Gentlemen:- Your Library Committee reports as follows:-

1. Miss Williams the cataloguer in the Library has resigned and recommends that Miss Jane L. Shepard, who has been filling the position temporarily be

Apr 1/02.

appointed to the position of cataloguer from March 1, 1902 at a salary of $75 per month.

New employe

2. We recommend that an additional employee be hired at a salary of $75 per month & take special charge of the periodicals.

3. We recommend that two men be employed to make a thorough cleaning of all the books in the Library

No 3 books and over

4. In the matter of the recommendation made by the President in his last annual report that three books be given out on Library numbers and referred to this Committee to report on, your Committee is of the opinion that it is inexpedient to adopt the recommendation at present.

Geo Beaneton
Geo H Wallis Library Committee

The first recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr President (9) Noes None. On motion the Secretary cast the ballot of the Board for Miss Spaulding and Bull, the chair declared her duly elected.

The second recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr President (9) Noes None.

The third recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr President (9) Noes None.

Action on the fourth recommendation was deferred till the next meeting.

The Secretary presented report for March which was received and ordered spread on the minutes

San Francisco April 1st 1902.

Board of Trustees Mechanic's Institute

Gentlemen:- I present herewith a financial statement for March 1902

1902 March 1. Cash on Hand — $1705.77

		Receipts	
Library	Dues	$2209.50	
	Ent Fees	42	
	Books	42.30	
	Classes	7.50	
	Sundry Receipts	1.	
	Mutual Books	325	$2627.30
Pavilion	Rents	$1911.50	
	Hayes St Rents	319.	
	Gas	2	
	Licenses	10	
	Damage (Fire)	10.	
	Sale of Wood	1	2253.50
Folsom St	Rents	$48	
	Taxes	241.65	
	Insurance	37.10	
	Sale of Lot	90.000	90.326.75
			$95.207.55
			$96.413.32

Expenditures

Library	Periodicals	$925.80	
	Classes	60,	
	Expense	124.15	
	Lights	68.65	
	Rent & Taxes	61.55	
	Salary Librn 60 / Asst 30.50	397.20	
	Lectures	103.50	
	Water	18.20	
	Repairs	124.25	
	Furniture	4	$2287.30
Pavilion	Salary	$90	
	Water Rent	9.25	
	" Hayes St	7.	
	Electricity	13.80	
	Scavenger	8.	
	Telephone	6.45	
	Repairs	7.20	
	" Hayes St	1.25	122.95
Folsom St	Interest	1000	
	Taxes	388.27	
	Rent Refund	36.65	1424.92
General	Salary	150	
	Interest	36.11	
	Bills Payable	90.000	90186.11 — $94021.28

Summary

	Rec'ts	Net Rec'ts	Net Expen.
Liby Rec'ts	$2627.30		
Expen	2287.30	340.00	
Pav. Rec'ts	$2253.50		
Expen	122.95	2130.55	
Folsom St Rec.	90.326.75		
Expen	1424.92	88.901.83	
General			$90186.11
Increase in Cash			1186.27
		$91.372.38	$91.372.38

Statement of Bills

	Liby Gen.	Books	Pav.	Folsom	Gen	Total
Unpd Mch 1/02	1317.55	1055.28	152.95	1000.00	531.25	$4056.98
Contr. in Mch	219.05	785.79	1783.29	649.67	306.11	5923.91
	$3516.60	2041.02	1936.24	$1649.67	$837.36	$9.980.89
Pd in Mch	1361.50	925.80	122.95	1424.92	186.11	$4021.28
Unpd Apr 1.	$2155.10	$1.115.22	$1813.29	$224.75	$651.25	$5959.61

	Income.	Bills Incr.
Liby	2627.30	3184.87
Pav	2253.50	1783.27
Folsom	326.75	649.67
Gen	$5207.55	306.11
Accts. Payable	416.36	5923.91
	5623.91	

Respectfully Submitted
Jos. N. Cummings Secty

Apr 1/02,

The Librarian presented report for March which was received and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members

Mrs O J Sullivan	A A Wheelan	Miss Minnie Glen
Robt D Aitken	Mrs Va Stanley	F Collard M D
Jno Schmid	Thos Smith	Miss R C Hallahan
A J Sparrow	Geo A Brown	N G Selwood
Stella Wellman	F H Walden	Bena D Knox
C B Conelantes	Jno C Macdonald	Thos A Russell
H H Cooper	Miss Mary Parker	J R Miller
F Hammond	Chas Cutler	A Mitchell
Miss K Tunesworthy	Wm E Brodereen	Miss Edith Crockett
Mrs W S Taft	J V Selby	S Glaser
Mrs W S Tisdale	H Waldgreen	F D Smyth
Mrs G J Bradley	F D O'Brien	Wm L Cobb
Thos Kirkpatrick	Thos J Budgin	W R Phillips
C W Bennett	W F Coffin	Jno Heising

Letters Read.

From City Board of Supervisors requesting attendance of Institute representatives at a meeting held Mch 20th last to consider site for public Library. Received and filed.

From the Society of Stationery Engineers affiliated with the Institute, asking the Institute to pay a salary to Miss Watters the office attendant of the Society, the letter stating that they were unable to pay her any longer and that they thought it necessary that their office should be kept open. Referred to joint Library and Finance Committees

Engineers Society to pay attendant

By Laws Amended.

By Laws Amended.

The amendments to the By Laws proposed by Mr. Beaneton at the last meeting were then considered.

The amendment to present Section 8 of Article 2 was adopted by the following vote:- ayes Beaneton, Bull, Heald, Lyons, Neal, Spaulding, von Geldern, Wallis Mr President (8) Noes. None.

The amendment to Section 1 of Article 2 was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr President (8) Noes None.

The motion to adopt a new section to be known as Section 8 of Article 2 was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Lyons, Spaulding von Geldern, Wallis, Mr. President (8) Noes Neal (1).

The motion to adopt a new section to be known as Section 8A of Article 2 was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr President, (9) Noes. None.

Apr 1/02,

The motion to adopt a new Section to be known as Section 8 Article 2 was adopted by the following vote: ayes, Beaneton, Bull, Heald, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr. President (9) Noes, None.

The President stated that he had appointed the following

Standing Committees for the ensuing year.

Committees

Finance	Neal (Mead)	Bull,	Heald,
Building & Repairs	Wagoner,	Day,	Lyons.
Library	Beaneton	Wallis	Spaulding
Lectures & Classes	von Geldern	Heald	Beaneton
Printing & Advertising	Spaulding,	von Geldern	Day
Pavilion	Neal,	Mead.	Wallis
Newbigby Bldg.	Irving,	Mead	Clark, Beaneton, Spaulding
Membership	Bull	Lyons	Wagoner
Constitution & Bylaws	Clark,	Beaneton	Irving
Management	Lyons	Bull.	Wagoner, Heald Clark,
Exhibits	Wallis	Irving	von Geldern
Machinery	Day	Wallis	Mead
Art	Heald	Neal	Spaulding
Music	Neal	von Geldern	Bull,
Tickets & Admissions	Irving	Clark	Day.

On motion of Mr Spaulding the Printing and Advertising Committee was instructed to have committee cards printed.

Printing Committee cards printed

On motion of Mr. von Geldern, Thanks were extended to Mr Henry Peyot for lectures delivered before the Institute.

Thanks to Peyot

On motion a leave of absence for 30 days was granted Trustee Day on account of sickness.

Day Leave

The meeting then adjourned

John Cumming
Secty

J G Spaulding
Presiding Secretary,

Apr 15/02.

San Francisco April 15th 1902

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig. Present at roll call, Trustees Beaneton, Bull, Heald, Irving, Lyons, Neal, von Geldern, Wagoner, Wallis, Mr. President (9) Absent at roll call - Trustees Clark, Daly, Mead, Spaulding (4)

The minutes of the previous meeting were read and approved.

The Library Committee recommended four purchase books amounting to $150.00. The recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Irving, Lyons, Neal, von Geldern, Wagoner, Wallis, Mr President. (9) Noes None.

pay for ex-secretary

The joint Library and Finance Committee to whom was referred the letter of the application Society of Stationary Engineers, asking the Institute to pay salary to their office attendant, reported, recommending that a reply be made to the letter - "that there is no provision in the Constitution and By Laws of the Institute by which we can spend the Institutes money for such a purpose." The recommendation was adopted.

Chessmen and Tables

Mr. Beaneton for the Library Committee stated that a request had been made by the Chess Players for more chessmen and chess tables, the matter of supplying same was referred to the Library Committee with power by the following vote:- ayes, Beaneton, Bull, Heald, Irving, Lyons, Neal, Von Geldern, Wagoner, Wallis, Mr. President. (9) Noes none.

Classes

The Committee on Lectures and Classes presented report attached & which were reports from the two class instructors. The Mechanical Drawing Instructor, Mr. Behend, requested to have a few books on Drawing placed in the class room at his disposal for the use of the Class. Mr. Latimer, the Freehand instructor requested to be allowed additional caste. On the Committees recommendation both the requests were granted.

Lecture-Manson

On motion of Mr. von Geldern, thanks were extended to Mr. Marsden Manson for lecture delivered by him at the Institute last week.

Monthly Collection

The Membership Committee reported stating
That a circular was being prepared and that a solicitor would be sent out shortly to canvass the bay towns for country associations of members under the rules of the Board. The solicitor working on the Commission previously authorized,
and recommending
1st That proper slips be printed and supplied to the members on which they could indicate the books they wished to draw from the Library.
2nd. That a large gilt sign be painted on the front window, reading "Mechanics Institute Library," and in small letters "By terms of membership

slips for members to indicate books

Apr 15/02.

apply, within".
The first recommendation was adopted.
The second recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Irving, Lyons, Neal, von Geldern, Wagoner, Wallis Mr. President (10) Noes. None.

No 3 books to members

Unfinished Business, Card over from last meeting, The report of the Library Committee on the recommendation made by President Irving in his annual report that three Library books be allowed members at one time was considered. The Committees recommendation that such action was inexpedient at present, was adopted.

The meeting then adjourned
Don Cumming secretary

J J Spaulding
Recording Secretary.

May 6/02.

San Francisco May 6th 1902.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building to-night at 8 o'clock by President Causey:- present at roll call, Trustees Beaston, Day, Heald, Lyons, Neal, Spaulding, von Geldern, Wagoner, Mr President (9) absent at roll call, Trustees Bull, Mead, Clark, Irving, Walls (5).

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report.

S.F. May 6. 1902.

Board of Trustees Mechanics' Institute -

Gentlemen:- Your Finance Committee reports cash on hand $318526

We present bills amounting to 3120.47

and recommend that they be paid

We present bill of E B Young for $381.25. This bill is for legal services rendered during the last two years, and all of the items charged for, were before the committee was organized. We present the bill to the Board for action without recommendation.

Respectfully

E T Heald

Alpheus Bull, Finance Committee.

Mr Bull entered.

The bills were ordered paid by the following vote:- ayes, Beaston, Bull, Day, Heald, Lyons, Neal, Spaulding, von Geldern, Wagoner, Mr President (9), noes none.

The bill of E B Young was ordered referred back to Mr Young to correct as the services mentioned in the bill had been rendered jointly by the firm of Gordon and Young.

See list of bills on next page.

May 6/02.

Bills Ordered Paid.

			fwd	1647	85
Teggart, T.	6200.		W. M. Weil.	3	50
Colquhoun, R. D.	90.		Jos. Biger.	3	75
Woolcock, W. H.	75.		Jos. Fredericks & Co.	2	75
Huntington, Miss S.	45.		Globe Disinfecting Co.	8	80
Mayers, C. H.	75.		Fischbeck & Cloetz.		75
Atherton, H.	20.		Equitable Gas Light Co.	35	70
Shepard, Miss J.M.	75.		C. H. Plun & Co.	2	50
Lindsey, R. P.	50.		Pac. Auxiliary Fire Alarm Co.	36.	
Lawson, F. M.	50.		H. Bigner.	84	50
Convery, Miss M.	55.		J. P. Brownlee.	5	05
Jennings, W.	15.		A. Serenaky.	6	75
Harris, R.	50.		Joost Bros.	20	38
Winslow, A. P.	45.		Alex Yost Co.	4	50
			B. P. Stevens & Brown.	4	96
F. L. Harmond	6	6	Fred M. DeWitt.	4	60
Jos. M. Cunning.	150		Moulton Pub. Co.	5	
M. C. Buckley	20		L. W. B Loy	2	70
G. A. Behrend.	30		C. J. Ary.	1	
L. P. Latimer.	30	7111	Pac. Home Directory Co.	4	
Jos. M. Cunning.		213	Roncke & Buechner.	145	34
R. J. Tapscott.		39	Jno. H. Boden & Co.	5	
Spring Valley Water.		93	Payot, Upham & Co.	212	02
Pacific Rural Press.		3	Emporium C.P.Bazaar	11	70
H. W. Wilson.		3	A.M.Robertson	134	55
Evening Post.			Nat.l. Conf. Charities &		
The Examiner.		11	Correction.	1	25
The Guide.		1	Ruperd Bros. & Co.	7	
Unw & Pac Gas Gov Co.		18	E. C. Hyman	13	96
Pac. Gas Imp. Co.		26.	J. Tausig & Co.	2	10
Century Electric Co.		24	Wm. O. Bacon	1	80
Armstrong & DeGuerre		11	Geo. [illegible] Kimp	8	
Com'l. Pub. Co.		5	F. M. Husted & Co.	2	50
Payot, Upham & Co.		11	Edw D. Bronson	35	70
W. B. Bakewell & Co.		4	John D. Newbegin	31	70
F. H. Lasey.		27	Rob C. Cowan.	39	75
Buchanan Bros.		5	Elder & Shepard.	21	83
J. P. Fraser.		27	Chas. Scribner's Son	205	11
F.D. Morrell.		1	Cunningham, Curtis & Welch.	57	99
	fwdwn	1647	85	fwd	2820 34

fwd	2820	34	
G. W. Clark & Co.	2	16	
E. P. Mac Innis.	12		
Wh. W. Dey.	14	25	
Min'g. & Sci. Press.	3	50	
Hicks Judd Co.	34	93	
Jno. Mitchell Jr. & Co.	41	28	
Child & Co.	58	61	
Pac. States Tel. Co.	45	15	
Jim Partridge.	16		
F. I. Monnen.	20		
S.F. Gas & Elec. Co.	52	25	
	3120	47	

The Buildings and Repairs Committee presented the following report.

San Francisco May 6th 1902.

Elec. contract

Board of Trustees Mechanics' Institute:-

Gentlemen:- In the matter of the Electric lighting for this Building, the San Francisco Gas and Electric Co will give us a contract at 4 cents per 1000 watts the contract to run either 1, 2, or 3 years. We recommend that a contract at this rate be signed with the S.F.G.&E. Co for such length of time as the Board may direct.

Chess Room floor painted

Sometime ago your Board ordered linoleum put down on the floor of the Chess and Reading Rooms; since that time the Chess players have asked for some new chess tables and chess men and have stated that they would be satisfied if the floors was painted. We recommend that instead of linoleum as before ordered for the chess room, the floor be painted two coats and shellacked; this will cost about $30. Linoleum would cost from $85 & 100.

arc light fixed

The underwriters objected to the way the arc lights on the first floor were wired

and we had them changed at a cost of $1.75.

Respectfully Luther Wagoner
James N Lyons
Alphonso Bell Board Com.

The recommendation to sign electric light contract was adopted with the understanding that the contract state clearly that the Institute was not obliged to use electric light exclusively and that it provide for a reduction in rate if the Company made any reduction to others consumers on lowered rates generally and to meet competition, and as third condition the Finance Committee was authorized to sign contract for three years. The roll call on the motion being, ayes, Beanston, Buel, Day, Heald, Lyons, Neal, Spaulding von Geldern, Wagoner, Mulbreeident (no) Noes none. The recommendation to paint chess room floor was adopted by the same vote as above, ayes 10, noes none.

Trustees OK June 6

The action of the committee in ordering arc lights was approved by the same vote as above - ayes 10, noes none.

The Library Committee recommended for purchase books amounting to $542.75
The recommendation was adopted by the same vote as above ayes 10, noes none.

The Library Committee reported as follow.

San Francisco May 6th 1902.

Board of Trustees Mechanics' Institute. -

Gentlemen, - We recommend

That the salary of Harlow Atherton, clerk in the Library be raised from $20 to $25 per month commencing May 1 1902.

Atherton raised

Your Committee has ordered the chess men requested by the chess players and is now getting bids on the four chess tables needed.

The Librarian has exchanged 100 volumes with the University of California

Respectfully
Geo Beanston
Jas C Spaulding Library Committee.

The recommendation to raise the salary of Harlow Atherton was approved by the same vote as above ages 10, Nos None.

The Secretary presented report for April which was received and ordered spread on the minutes

Secretarys Report April 02,

April 1/02	Cash on Hand,		$ 2592.04
	Receipts		
Library	Dues	$ 12.44	
	Ent Fees	26	
	Books	38.15	
	Life Mem	50	
	Glasses	1.50	
	Sale of Copies	.50	
	Mut Sav Bk	3.25	$ 1685.15
Pavilion	Rent	7.14	
	Hayes St Rent	3.72	
	Gas	7.20	
	Lighting	44	
	Electricity	10.	
	Damage	1.50	
	Locker	10	
	Cavalry	25.30	$ 12.77.60
Folsom St			2
			$ 2964.15
			$ 5556.19

Expenditures

Library	Binding	$ 40.95		
	Periodicals	62.75		
	Classes	60.		
	Expense	78.48		
	Furniture	19.43		
	Lighting	111.30		
	Cent+Elec	73.90		
	Repairs	103.40		
	Salaries	776.50		
	Taxes	670.73	$ 1997.44	
Pavilion	Salary	70		
	Labor	20		
	Gas	45.30		
	Taxes	1560.49	1695.79	
Folsom St	Interest	156.		
	Stamps for deed	43.75		
	Repairs	25	$ 224.75	
General	Salary	$ 150		$
	Interest	120	270.	4187.98
May 1/02	Cash on Hand			1368.21

Summary of Receipts and Expenditures

	Excess of Receipts	Excess of Expenditures
Library Receipts	$ 1685.15	
Expenditures	1997.44	$ 312.29
Pavilion Rects	1277	
Expen	1695.79	418.79
Folsom St Rects	2	
Expen	224.75	222.75
Gnl Expen		270.
Decrease in coin	122.83	
	$ 122.83	$ 122.83

Statement of Bills.

	Liby Gen	Liby Books	Pad.	Folsom	Genl	Total
Bills owing April 1	$ 2155.10	1115.22	$ 1813.29	$ 224.75	651.25	$ 5959.61
Incurred April	1489.35	448.78	477.73		330	2745.86
	$ 3644.45	1564.00	$ 2291.02	224.75	$ 981.25	$ 8705.47
Paid in April	1893.74	103.70	1695.79	224.75	270	4187.98
Unpd April 1	$ 1750.71	$ 1460.30	$ 595.23	0.	$ 711.25	$ 4517.49

	Income	Bills Incurred
Liby	$ 1685.15	$ 1738.13
Pavilion	1277	477.73
Folsom St	2	330
Genl		2745.86
	$ 2964.15	$ 2964.15

Excess of Receipts $ 218.29

Respectfully Submitted

May 6/02.

The Librarian presented report for April which was received and the following names mentioned therein as having joined the Institute were on motion approved.

New Members.

Geo F Gardner	Mrs M West	Archie Mathews
A Knight Chegeon	N B Livermore	H B Brough
Miss Florence Cuppy	Mrs Jno Kendall	Geo M Robertson
Robt E Haas	J F Nickels	W S Wood
W N Newman	Mrs P E Ferguson	E Maskat
Milton Heymeman	Miss Helen Heud	Jhon Harris
M Shannon	Wallace Anderson	Miss Della Higgins
Henry D Foulk	Mrs E S Vause	Fred W Clampett
H W Crozier	Jas A Waymire	

Geo W Hens (life)

Letters Read.

Hon J J Symmes asked permission for use of room in Library for entrance examinations to Harvard University in June. Request granted.

Harvard examinations

From Geo D. Collins attorney for J J Gleason declining to agree to case proposed by Institute & just to Mr Gleason for use of Pavilion for boxing contests and stating that if Mr Gleason's $900 deposit was not repaid to him in 5 days - suit would be commenced for same. On motion referred to Pavilion Committee with power to consult an attorney and report to Board

Gleason attorney back

Motion carried

The Secretary stated that a request had been made by Mr E & T Gallagher that his negative vote on the sale of the Folsom St Lot be entered in the minutes of its last annual meeting. On motion the Secretary was instructed to reply that the Board had no power in the matter.

Gallagher asks vote entered

The meeting then adjourned
J M Cumming
Secretary

J G Spaulding
Recording Secretary.

Votes recorded as cast

May 20/02

San Francisco May 20th 1902.

Regular meeting of the Board of Trustees of the Mechanics' Institute, called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Talcott. - present at roll call, Trustees Beaulon, Bull, Day, Lyons, Neal, Spaulding, Wagoner, Wallis, Mr President 9; absent at roll call, Trustees Clark, Head, Deering, Mead, von Geldern (5)

The minutes of the previous meeting were read and approved.

The Finance Committee reported cash on hand, $1634.64 and recommended for payment, bills amounting to 1034.90. (See list below) the Committee presented bills of Gordon and Young $361.25 and E B Young and F A Denicke for $20 each for legal services, these bills having been referred back at the last meeting to be properly made out.

Messrs Head and Clark entered.

The bills recommended by the Committee were ordered paid by the following vote. - ayes Beaulon, Bull, Clark, Day, Head, Lyons, Neal, Spaulding, Wagoner, Wallis, Mr President (11) noes none.

The bills of Gordon and Young and Young and Denicke were ordered paid by the same vote as above ayes 11 noes none.

The Secretary presented bill for $27 payable to A Blunlow approved by Finance Committee the bill being for Blunlows salary for January he having given up the position. The bill was ordered paid by the same vote as above, ayes 11, noes none.

Mr von Geldern entered.

Mr Bull presented the following resolution which was adopted; -

Interest Reduction

Resolved, that the President be instructed to obtain a reduction of interest on the mortgage from the Regents of the University.

Bills Paid.

Trans. Fire Insur. Co.	$103	80
J. D. Maxwell.	56	25
Lemcke & Buechner.	165	84
Williamsburgh City Fire. Insurance Co.	51	80
University of Cal.	180	
Marsden Manson.	2	20
G. H. Kornemann & Co.	3	
Cal. Cent. Press.	10	
Library Bureau.	1	
Le Count Bros.	6	50
Welsbach Co.	27	75
E. L. Snell.		50
Jos. Tigel.	7	30
J. J. Newbegin.	17	
Flynn & Sheehan.	25	
L. P. McCarthy.	150	
Henry Ernest.	6	50
John Quadt.	5	80
Palace Hardware.	1	55
Equitable Gas Light Co.	44	10
Chas. Scribner's Sons.	113	71
Unv. Pac. Gas Gov. Co.	7	50
	$1034	90

Received J M Cumming Treas

May 20/02.

The Library Committee presented the following report,

S.F. May 20/02.

Board of Trustees Mechanics' Institute

Librarian to leave and $250 =

Gentlemen:- The Library Committee reports as follows:-

The annual convention of the American Library Association will be held near Boston next month. The Librarian desires to attend the same, and your Committee recommends that the Librarian be authorized to attend the Convention, under leave of absence for one month, and that this Board defray his expenses to an amount not to exceed $250, and that the same be paid to the Librarian prior to his leaving the city.

Respectfully

Geo. Beaneton
Geo. H. Wallis
J. H. Spaulding, Library Com.

Mr. Beaneton moved to amend the report, to add to it, that the Librarian be instructed to keep careful notes and make careful observations of his visit at the Convention, and at the various Libraries and Library buildings, and make a detailed report of the same on his return. The recommendation of the committee with the addition proposed by Mr. Beaneton was adopted by the following vote:- ayes: Beaneton, Clark, Day, Lyons, Spaulding, Wagoner, Wallis, Mr. President (8) Noes: Bull, Heald, Neal, (3) Declined to vote, von Geldern (1)

The Pavilion Committee presented the following report, which was received and adopted and the action of the Committee confirmed.

San Francisco May 20/02

Gleason lease signed

Board of Trustees Mechanics' Institute

Gentlemen:- The Pavilion Committee reports as follows.

At the last meeting of the Board, a demand was made by Geo. Collins, Attorney for J. J. Gleason, for return of $900 paid by Mr. Gleason last February as deposit on lease of Pavilion for boxing contests. This letter was referred to the Pavilion Committee, after considerable negotiating with Mr. Gleason, he withdrew his demand and agreed to enter into a lease. Under authority given to the Pavilion Committee last February to make the lease, a lease was drawn up and signed by both parties, and Mr. Gleason paid $900 more last week.

The lease as agreed on, provides as follows:-

The $1800 paid, pays to Oct 1 and on that date Gleason is to pay $900 more. These payments give him the privilege of one boxing contest per month, the balance of this year, on such dates as may be arranged; if no date can be given him in the last half of the month, no rent to be charged for that month; if he cannot obtain boxing contest, he is to be allowed to substitute some other entertainment; if he can hold more than one boxing contest per month, he is to pay $150 per night for additional ones. Lease to be cancelled if Institute sells property or leases for one year or more. If boxing is stopped in the city, lease to be cancelled. The other details of the lease are as generally provided in Pavilion leases. Respy. Robt. W. Neal, Geo. H. Wallis, Pav. Com.

May 20/02

Mr. Day for the Machinery Committee reported that the shafting in the annex of the Pavilion had been sold for ⅓ the price of the new material, purchasers to take it down.

The Librarian presented the following names as having joined the Institute all of whom were on motion approved.

New Members.

Harvey R. Estep
Mrs. Mary E. Clark
A. M. Irwin
James Frith
B. E. Mott
Guy Hinton
S. C. Marcuse
Mrs. E. W. Stinson
Chas. H. Langley
Jno. B. Leonard
W. W. Stone

Engineers withdraw

A letter was read from the affiliated Socy of Stationary Engineers stating that they would not use the Institute rooms after May 31st 02 nor would they be responsible for their members dues hereafter. Referred to Library Committee.

Mead leave

On motion of Mr. Beaneton, Trustee Mead was granted leave of absence for one month.

On motion the Secretary was instructed to advertise the coming quarterly meeting of the Institute in the daily papers.

Granell Statue owner appears

The Secretary stated that the owner of the granite statue which has been standing in the Pavilion since the Fair of 1886 had called and wished to know what could be done about removing it. On motion the Secretary was instructed to notify the owner that he must remove the statue within sixty days or else give the Institute a bill of sale for it.

Attorney pd by year

On motion of Mr. Neal, the Finance Committee was instructed to report on the advisability of employing an attorney by the year.

Camera Club

Mr. Day stated that the Camera Club wished to know on what terms they could rent the Art Gallery for an exhibition for a week. Referred to Pavilion Committee to report next meeting.

The meeting then adjourned.

Jno. M. Cumming
Secretary

J. H. Spaulding
Recording Secretary.

June 3/02.

San Francisco June 3rd 1902.

Regular meeting of the Board of Trustees of the Mechanic's Institute called to order in the Mechanics Institute Library Building, tonight at 8 o'clock by President Deuving; present at roll call Trustees Beaneton, Clark, Day, Heald, Deuving Neal, Spaulding, von Eelderen, Wagoner, Wallis, Mr President (11) absent at roll call, Trustees, Bull, Lyons, Mead (3)

The minutes of the previous meeting were read and approved.

The Finance Committee reported cash on hand $ 1407.69 and recommended for payment bills amounting to 1084.80, The bills were ordered paid by the following vote:- ayes, Beaneton, Clark, Day, Heald Deuving, Neal, Spaulding, von Eelderen, Wagoner, Wallis, Mr President (11) Noes, None.

New mat The Buildings and Repairs Committee reported, recommending the purchase of a new rubber mat for the Library Entrance to cost about $ 11.00. The recommendation was adopted by the same vote as above, ayes 11, noes none.

Mr Lyons entered.

The Library Committee recommended for purchase books amounting to $ 578.00 the recommendation was adopted by the following vote:- ayes, Beaneton, Clark, Day, Heald, Deuving, Lyons, Neal, Spaulding, von Eelderen, Wagoner, Wallis, Mr President 12, Noes none.

The Library Committee presented the following report

San Francisco June 3rd 1902.

Board of Trustees of the Mechanics Institute.-

Medal to Philatelic Society

Gentlemen:- Your Library Committee reports as follows:- The Philatelic Society, affiliated with the Institute intends to hold an exhibition of postage stamps sometime next Sept; they intend awarding a number of prizes. Your Committee recommends that the Institute give a silver medal, the cost not to exceed $ 25, to be given as one of the prizes of the exhibition and to be awarded in such manner as the Philatelic Society sees fit.

Clock for Chess room We recommend that a clock be purchased for the chess room at a cost not to exceed $ 10.00

Respectfully,

Geo Beaneton
Ed H Wallis
Jas G Spaulding, Library Committee.

The first recommendation was adopted by the same vote as above, ayes 12, noes none. The second recommendation was adopted by the same vote as above, ayes 12, noes none.

Mycological Society Mr Beaneton stated that the Mycological Society wished to know on what terms they could rent a room in the Library Building. Referred to Library Committee.

June 3/02.

Deuving to be relieved of Chairmanship Mr Deuving stated that he would be out of the city for the next two months and he requested to be relieved of the Chairmanship of the New Library Building Committee.

Mr Bull entered.

3000 circulars The Membership Committee reported, recommending that 3000 circulars per month, soliciting membership in the Institute, be sent out for the next three months, costing about $ 150.00. The recommendation was adopted and the circulars ordered sent out at the discretion of the Committee, by the following vote:- ayes, Beaneton, Bull, Clark, Day, Heald, Deuving, Lyons, Neal, Spaulding von Eelderen, Wagoner, Wallis, Mr President (13) Noes None.

The Secretary presented report for May which was received and ordered spread on the minutes.

San Francisco June 3rd 1902.

Board of Trustees Mechanic's Institute:-

Gentlemen:- Below is presented financial statement for May 1902.

May 1, 1902 Cash on Hands $ 1368.21

Receipts.

Library	Dues	1062		
	Ent Fee	35		
	Books	86.05		
	Classes	3		
	Mut Sav Bk	325	$ 1460.05	
Pavilion	Rents	2356.40		
	Hayes St Rents	365	2721.40	4181.45
				$ 5549.66

Expenditures.

Library	Books	1203.15	
	Books Lecture	230.84	
	Binding	77.51	
	Periodicals	63.38	
	Classes	60	
	Expense	296.60	
	Furniture	14.16	
	Fuel	58.61	
	Lecture Expenses: Engraving 9.00, Illustrating 10.00, Types 2.20	21.20	
	Lighting	120.04	
	Insurance	61	
	Rent Water	94.30	
	Salaries	868.	
	Water	34.20	$ 3233.69

June 3/02.

(Secty Continued)

Pavilion	Salary	$ 70		
	Labor	7		
	Gas	49.80		
	Mantels	27		
	Lighting	66		
	Electricity	10		
	Repairs	20.30		
	Glazing	6.75		
	Shades	2.50		
	Insurance	191.40		
	Water	43.60		
	" Hayes St	14.90		
	Repairs "	4.05		
	Licenses	21.		
	Telephone	11.95		
	Sundry	49.43	$ 628.68	
General	Salary	$ 150		
	Interest	180		
	Legal Expenses	381.25	711.25	$ 4563.62
June 1/02	Cash on Hand			986.04

Summary Statement of Receipts and Expenditures

	Net Rects	Net Expenditures
Liby Rects	$ 1460.05	
Expen	3223.69	$ 1763.64
Pavilion Rects	$ 2721.40	
Expen	628.68	$ 2092.72
General Expen	711.25	711.25
Decrease in Coin	382.17	
	$ 2474.89	$ 2474.89

Statement of Bills

	Liby Gen'l	Books	Pav	Gen'l	Total
May 31st Unpd	$ 1750.71	$ 1460.30	$ 595.23	$ 711.25	$ 4517.49
Contracted in May	1241.95	1153.77	380.60	330.	3105.52
	$ 2992.66	$ 2613.27	$ 975.83	$ 1041.25	$ 7623.01
Paid in May	1648.81	1574.88	628.68	711.25	4563.62
Unpd June 1.	$ 1343.85	$ 1038.39	$ 347.15	$ 330.00	$ 3059.39

	Income	Bills Contracted
Library	$ 1460.05	$ 2394.92
Pavilion	2721.40	380.60
Gen'l		330.
	$ 4181.45	$ 3105.52
Excess of Income		1075.93
		$ 4181.45

Respectfully,
Jos M Cummings Secty

June 3/02.

The Secretary presented report for the quarter ending May 31, which was received, and ordered read at the coming quarterly meeting.

The Librarian presented report for May which was received and read, and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members

C H Miller	Dr J S Wilson	Stanley R Wiley
Miss R Mulvaney	Frank Bland	J B Hassett
Geo Kanzee	J S Millar	Mrs M Miller
C H Smith	Jas B Mackie	Stanley R Sherwood
Jas R Fitzpatrick	W H Hannan	F Mangellotti
J S Brown	Jas C Tawney	Mrs J S Wiley
Frank Dietz	Mary C Pacheco	S W Barnett
Wayne McCloud	Chas S Wheeler	A C Bang

delinquents dropped

The Librarian presented list of members still owing one years dues on or move to March 1st 1902 in accordance with report of the Finance Committee of March 4th 1902. On motion the membership of the delinquents presented by the Librarian were declared forfeited.

See list on next page.

The Librarian presented report for the quarter ending May 31, which was received and read and ordered read at the coming quarterly meeting.

Post St Imp. Club.

The Secretary presented application for membership in the Post St Improvement Club, stating that the club wishes the Institute to join it. Referred to Buildings and Repairs Committee to report on.

The meeting then adjourned.

Jos M Cummings
Secretary

J G Spaulding
Recording Secretary

See next page for list of delinquent members.

June 3/02 and June 17/02

List of Delinquent Members

dropped June 3/02. See preceding page

for June 1, 1900.

W.C.Baker	R.M.Hunt	~~Hon.E.L.Smith~~
F.P.Blair	Jas.Hutchison	Mrs.E.T.Spring
E.M.S.Brendan	H.R.Jackson	Mrs.A.M.Steele
J.A.Callender	C.W.Keeney	Mrs.Will Stickman.
Mrs. R.T.Carroll	W.H.Kirk	Wm.Stokes
Mrs.Jessie Y.Cramer	Jas.A.Lacy	M.F.Sullivan
Dr.J.W.Creagh	C.L.Lidell	A.C.Swaim
Chas.R.Detrick	Edw.Mandonnet	F.van Thiel
Benj.C.Donham.	I.A.Manning	G.C.Thompson
J.F.Dunn	A.Nordin	Peer Tiffany
H.L.Flint	Otto Peterson	M.van Houten
D.R.Frances	W.L.Prather	F.von Bulow, M.D.
B.F.Free	L.A.Ramus	Mrs.Jos. R.Whalen
John Furness	C.M.Schoonmaker	Louis Wiener.
T.Gilchrist	M.Shuey	J.B.Wrangham — 44
Miss Elsie McFedorn	O.F.Simpson	
A.P.Dubois		

Sept. 1, 1900.

A Ashdown	Mrs. R. H. Gray	Chas. McMullan
Robt.A.Barnett	R J.Graham	I.J.Napier
J.M.Blakely	Miss O. M. Holmes	W.E.Porter
Miss Kate I. Brady	Mrs. J. M. Jordan	J.F.Rose-Soley
J.T.Bradley	C.V.Kavanagh	Darrow Sage
Mrs. F.C.Brown	Prof. F. Knowlton	Miss T.R.Shorter
W.K.Brown	Richard Kuhn	C.M.Smith
Alex Carrillo	Austin Lewis	Jos. C. Tittel
L.J.Chapman	Miss Rose E. Lewis	Oscar F.R. Svenson
T.O.Crawford	W.Manning, jr.	John Winter
Dr.Tennyson Deane	M.B.Mergin.	H.A.Wood
		J.G.Samonton — 34

Dec. 1, 1900.

H.T.Blethen	Ernest W. Newson	Mrs. M. W. Root
Chas. Boldman	J.R.Riggins	Mrs. W. J. Rule
Frank Brennan	J.B.Hill	L.R.Schmidt
Edward Brown	Peter C. Jurs	W.E.Toms
Miss A. J. Campbell	Jas. B. McGachlan	C.P.Van Houten
R.E.Cole	Miss E.M.Monroe	W.A.Hilary
L.F.Compton	Frank L. Noriega	J.F.Whelan
Miss Grace Fern	Chas. L. Paige	Miss E.Wilbur
H.V.Frickey	W.J.Palethorpe	Geo. H. Wilson
Mrs. H.B.Harker	W.R.Roberts	Mrs. H.M.Winn
		Mrs. G. Williams — 31

March 1, 1901.

Geo. Baggott	Curt Goscinsky	Mrs. O. C. Pratt
Wm. A. Beatty	Mrs. Edw. Mackett	Don Prior
Miss Edith Berry	Miss G. Hayden	Max Reichert
Herman A. Birth	Louis A. Israel	Henry Shank
Hylton A. Brisco	Horatio C. Jessen	Geo. Thomson
W.A.Buckham	Thos. Johnson	Mrs. M. Touchard
Fred Campbell	S. Kilbury	Miss Maud Townsend
Thos. H.Clark	C.E.Lepetit	J.G.Vorstman
Archie Cook	F.L.Lyle	Grant Wallace
Geo. F. Curtis	Albert Lyser	J.M.Walling, Jr.
W.M.Cushing	R.Matthews	Geo. F. Whitney
Henry Decker	Clifton O'Brien	F.W.Winch
Frederick H. Dewey	Rev. E. H. O'Keefe	H.C.Wyman
P.J.Doyle	Dr. Scollay Parker	Mrs. Erma Ybarra. — 42
	N.B.Parnell	1
	* March 1900.	155
	J.Henry Smith.	

Carried forward to June 17/02 Jos M Tommy Secty

June 7/02

San Francisco June 7th 1902.

Quarterly Quorum — The Quarterly meeting of the Members of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Taussig. There being but 13 members present the President declared no quorum present and no meeting was held. Jos M Tommy Recording Secretary

June 17/02

San Francisco June 17th 1902

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig, present at roll call, Trustees Beanston, Bull, Clark, Day, Lyons, Neal, Spaulding, von Geldern, Wagoner, Mr. President (10) absent at roll call Trustees Heald, Irving, Mead, Wallis (4)

The minutes of the previous meeting were read and approved.

The Finance Committee reported, presenting report of the Auditor showing books audited to June 1st inst and the Committee recommended for payment bills amounting to $2942.72. The auditors report was received and filed. The bills were ordered paid by the following vote:- ayes, Beanston, Bull, Clark, Day, Lyons, Neal, Spaulding, von Geldern, Wagoner, Mr. President (10) Noes none. (~~The auditors report was received and filed~~)

Bills Ordered Paid.

			June 1901 40		
J. N. Odell	327	90	Library Bureau.	21	
Bent & Meyerderk	8		Sunset Press.	2	
Robt. E. Cowan.	14	75	Malleau & Peterson.	6	50
F. M. Husted	5		Jno. Monahan & Co.	5	
Stevens & Brown.	163	60	John Kitchen Jr. Co.	14	50
P. J. Healy.	7		Coml. Pub. Co.	7	
Library Aids' Co.	2		20th Cent. Press	28	
A. M. Robertson.	8	75	Hilton Heynemann	18	25
Emporium.	10		Milwaukee Mechanics'	225	
Benj. W. Dodge.	24	88	Sundry Bus. cos.	187	50
Elder & Shepard.	24	66	J. D. Haswell & Co.	18	
Lemcke & Buechner.	56	53	Geo. M. Hitchcock & Co.	156	05
Cunningham, Curtis & W.	9	11	Pac. Aux. Fire Alarm Co.	24	
J. Taussy & Co.	12	20	Cum. Index Co.	5	
Jno. J. Newbegin.	43	25	Pac. Coast Press.	6	
L. H. Cary.	101	45	Am. Soc. Mech. Eng.	10	
Chas. Scribner's Sons.	36		The Call.	11	70
Payot, Upham & Co.	407	67	Index of the Press.	2	
Spring Valley Water Wks.	50	05	Mutl. & Pac. Gas Gov. Co.	10	50
A. Sarensky	13		Mut. Gas & Elec. Co.	43	85
Pac. States Tele Tel Co.	40	55	Gen. Elec. Co.	20	25
Lond. & Lancashire Ins.	139	50	Pac. Gas Imp. Co.	31	75
Western Ins. Co.	139	50	Sherman Clay & Co.	1	60
Welsbach Co.	37		Geo. Kanzee	61	50
A. Quandt.	8		Univ. of Cal.	180	
J. P. Brownlee	1	40	Hicks-Judd Co.	232	80
Joost Bros.	3	50	Frank D. Morrell.	1	50
Equitable Gas Light Co.	83	40			
W. M. Weil.	16	10			
Palace Hardware Co.	2	65			
Jos. Piger.	3	40			
Merc. T & L Co.	9	50			
Globe Disinfecting Co.	21	05			
Goodyear Rubber Co.	13	15			
Sanborn Vail & co.	2				
Robinson & Gillespie.	18	35			
Payot, Upham & Co.	2	25			
Frank Eastman & Co.	25	25			
				2942	72
			for 1591 40		

Mr. Wallis entered.

The Buildings and Repairs Committee presented the following report.

San Francisco June 17, 1902

Post St Imp Club — Board of Trustees Mechanics Institute,

Trust to Form — Gentlemen:- Your Buildings and Repairs Committee reports as follows:- In the matter of the request of the Post St. Improvement Club to have

June 17/02.

the Institute join it, the Club requests a contribution of $5 per month for six months, and it expects to get along with $1 per month after that time. We recommend that the Institute become a member of the Post St Improvement Club and that it pay $5 a month dues for the first six months and $1 per month thereafter.

Linoleum on Steps.

We would call your attention to the condition of the lead on the steps running from the 2nd to the 3rd story of the Library Building. It is very much worn out, and we are of the opinion that the lead should be taken up and sold for whatever it will bring, and linoleum strips with either brass or hardwood nosing be put on the steps. With hardwood strips and linoleum it would cost between $20 and $30 and with the brass nosing, from $40 to $50 depending on the kind of linoleum.

We recommend that linoleum and hardwood strips be put down.

Mat.

This committee at the last meeting was authorized to buy a rubber mat for the first floor at a cost of $11. We found that the Goodyear Rubber Co had on hand a large mat very much better than the one we contemplated buying which they would sell for $16. Your committee ordered the $16 mat purchased.

Respectfully
Lucien Wagoner
Geo T Day
James H Lyons
B & R Com

The recommendation in regard to the Post St Improvement Club, was adopted, the recommendation to put down linoleum was adopted, and the committees action in purchasing mat was approved, the roll call on each question being - ayes, Beaneton, Bull, Clark, Day, Lyons, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mc President (11) Noes None.

On motion the Chairman of the Building and Repairs Committee was authorized to represent the Institute at the meetings of the Post St. Improvement Club.

The Librarian presented the following names as having joined the Institute all of whom were on motion approved.

New Members.

Oscar Johnson	J. Deegmann	A.L. King
Miss L.J. Pellicle	M.P. Elease	L. Bowman
Chas G. Kuechler	C.E. Gottschalk	J.G. Gelchrist
	Chester Watmough	

Letters Read.

Interest Reduced.

From the Regents of the University of California advising of reduction of interest on the Institute note to the Regents from 6 to 5½ per cent per annum was received and filed.

June 17/02

From Mrs P.A. Hearst regretting that she could not join the Institute.
Received and filed

From the International Mining Congress, Butte Montana asking the Institute to appoint delegates to Mining Congress. Received and filed.

The meeting then adjourned.

If when bills are passed

J.M. Gunning
Secretary

J.G. Spaulding
Recording Secretary.

July 1, 1902

San Francisco July 1st, 1902.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Lansing. Present at roll call Trustees Beanston, Bull, Day, Heald, von Geldern, Wagoner, Walles, and President (8) absent at roll call, Trustees, Clark, Drewing, Lyons, Mead, Neal, Spaulding (6)

—

The minutes of the previous meeting were read and approved.

—

The Finance Committee reported cash on hand $2178.87 and recommended for payment, bills as follows

Pay Roll	$ 1110	
Heggarty	3570	
Jno Cummins	6725	$ 12395

The bills were ordered paid by the following vote—Ayes, Beanston, Bull, Day, Heald, von Geldern, Wagoner, Walles, Pro President (8) Noes None.

—

The Library Committee recommended for (enclosed) payment) purchase, books amounting to $ 361.25, The recommendation was adopted by the same vote as above, Ayes 8, noes none.

—

The Committee on Lectures and Classes was given further time to report.

—

Old Boilers sold.

The Machinery Committee reported the sale of the Pavilion Boilers & the Union Machine Works for $1000 purchasers to remove them, this making a total of machinery sold of $1096 65. Received and filed.

—

Pavilion Fund Established

Mr Beanston moved that the Finance Committee be instructed to deposit $1096 65 being the amount received from sale of Pavilion Machinery as per report of Machinery Committee, in some Savings Bank of this City and County, for the purpose of Establishing a Pavilion Fund. The motion was adopted by the same vote as above; ayes 8 noes none.

—

The Secretary presented report for June which was received and ordered spread on the minutes

Secretary's Report

June 1, 1902 Cash on Hand $ 986.04

Receipts

Library Dues	$ 2124.50	
Ent Fees	30.	
Life Member	50.	
Books	3155	
Mut Sav Bk	325.	
Sale of Paper	50	
Rent of Telephone	6.	
Donation	4950	
Cancelled Insurance	56.25	$ 2673.30

July 1/02

Pavilion	Rent	$ 688.		
	Rents & Rent	451.50		
	Sale of machinery	1096.65		
	Sale of used goods	15.		
	Gas	117.60		
	Lighting	53.		
	Mantels	27.		
	Damage	4.		
	Garbage Removals	4	$ 2455.75	$ 5129.05
		Expenditures		$ 6115.09
Library =	Books	$ 845.15		
	" Lect Fund	32.06		
	Binding	33.547		
	Periodicals	37.68		
	Music	1.60		
	Classes	60		
	Expense	361.		
	Furniture	24.35		
	Insurance	610.65		
	Lectures Illuminating	61.50		
	Lighting	122.36		
	Printing	137.75		
	Salaries	804.50	$ 3454.37	
	Walles	20.40		
Pavilion	Salary	70.		
	Gas	83.40		
	Mantels	27.		
	Insurance	259.		
	Hardware	3.50		
	Repairs	8		
	" Rents &c	1.40		
	Walles	21.75		
	" Wages &c	7.90		
	Glazing	4.		
	Telephone	6.90	492.85	$ 3947.22
General	Interest	180		
	Salaries	150	330.00	$ 4277.22
				$ 1837.87

July 1/02 Cash on Hand

Summary of Receipts and Expenditures

Library	Receipts	$ 2673.30	Net Receipts	Net Expenditures $ 781.07
	Expenditures	3454.37		
Pavilion	Receipts	2455.75	$ 1962.90	
	Expenditures	492.85		
Gen'l Expen				330.
Increase in Cash				851.83
			$ 1962.90	$ 1962.90

Statement of Bills

	Library Gen	Library Books	Pav't	Gen'l	Total
Unpd June 1,	$ 1343.85	$ 1038.37	$ 347.15	$ 330.00	$ 3059.37
Contrs in June	2059.02	213.07	83.20	330 —	2795.29
	$ 3402.87	$ 1251.46	$ 430.35	$ 660.00	$ 5854.68
Pd in June	2202.41	1251.96	492.85	330.00	4277.22
Unpd July 1	$ 1200.46	$ 9.50	$ 237.50	$ 330.00	$ 1777.46

	Income	Expenditures
Library	$ 2673.30	$ 2282.07
Pav't	2456.75	983.20
Gen'l		330
	$ 5129.05	$ 3595.27
Excess of Income		1533.78
		$ 5129.05

Respy Jno Cummins Secty

July 1, 1902.

The Librarians report for June was read and received and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members

New Members

E. H. Schmidt	Miss Alice Harrison	Miss M E Ellis
R R Vail	W S. Franklin	Mrs Wm Attey
W C Dobb	H. Mills Jr	V. E Lastowecke
Chas Cerulen	M M Kahn	Melvill Silverstein
Richd Ott	J. S Black	Jno F Hoffman
Miss M E Clock	F Pollay	Capt C H Hewitt.
R R Rogers	N Diebels	

A letter was read from E. W. Maslin, Secty of Alameda Free Public Library inviting the Trustees to the Laying of the corner stone of the new Alameda Public Library. The invitation was accepted and the letter acknowledged.

Harris resigns

The Secretary stated that J. E Harris Janitor of the Library Building was obliged to resign on account of sickness, and that he wished to leave July 15th taking the last two weeks of July for his vacation. On motion of Mr Bull, the vacation was granted and the resignation accepted by the same vote as above, ayes 8. Noes none.

On motion the Secretary was authorized to give Mr Harris a letter of recommendation.

Steps painted

Mr Wagoner moved that the Secretary be authorized to have the steps from the 2nd to the 3rd floor of the Library Building painted. The motion was carried.

The meeting then adjourned.

Jos M Hemming
Secretary

J. G Spaulding
Recording Secretary

July 8/02

Special

San Francisco July 8th, 1902.

Special meeting of the Board of Trustees of the Mechanics' Institute, called to order in the Mechanics Institute Library Building today at 5 P.M. by President Taussig. Present at roll call, Trustees, Beaneton, Bull, Clauck, Lyons, Neal, von Geldern, Wagoner, Wallis, Mr President (8) absent at roll call, Trustees Day, Heald, Irving, Mead, Spaulding (5).

Special Concert and agreement with H.J. Stewart

The President stated that the Board had been considering informally, the question of holding concerts in the Pavilion and that he had called this meeting for the Trustees to meet Mr. H.J. Stewart to talk the matter of his conducting the concerts and to take action in regard to holding the proposed concerts.

Mr H.J. Stewart was present before this meeting was called to order and he discussed the matter with the Trustees. Mr Stewart withdrew and the meeting was called to order.

Concert authorized $1000.00

Mr Wallis moved that a concert be given at a cost not to exceed $1000, not including the cost of a stand for the singers and a sounding board, the motion was carried by the following vote:-ayes, Beaneton, Bull, Clauck, Lyons, Neal, von Geldern, Wagoner, Wallis, Mr President (9) Noes None.

On motion the matter was left to the joint committee on Management, Music and Finance with power to make agreement with Mr Stewart, and to make and carry out all arrangements necessary to the success of the concert.

The meeting then adjourned

Jos M Hemming
Secretary

J. G Spaulding
Recording Secretary.

July 15/02.

San Francisco July 15th 1902.

Regular meeting of the Board of Trustees of the Mechanics Institute, called to order in the Mechanics Institute Library Building tonight at 8 o'clock, by President Fawcett:- present at roll call Trustees Beaneton, Bull, Clark, Day, Lyons, Neal, Wagoner, Wallis, Mr President (7) absent at roll call, Trustees Heald, Irving, Mead, Spaulding, von Geldern (5)

The minutes of the regular meeting of July 1st last were read and approved, and the minutes of the special meeting of July 8th last were read and approved.

Mutual Sav Bk & Reserve Fund

The Finance Committee presented for payment bills amounting to $1830.76 including payment of $1076.65 to be deposited in Mutual Savings Bank as a Reserve Fund under previous instructions of the Board. The bills were ordered paid by the following vote, (Subject & Kelly approved by a majority of the Finance Committee, all of the members of the Committee except Mr Bull being out of town,) ayes, Beaneton, Bull, Clark, Day, Lyons, Neal, Wagoner, Wallis, Mr President (9) noes none.

Bills Ordered Paid

Mutual Savings Bank.	1,096	65
Jos. M. Cumming.	114	20
F. E. Harris.	50	
University of Cal.	180	
Spring Valley Water Wks.	56	20
H. Risner.	52	
Welsbach Co.	27	
J. P. Brownlee.	1	50
Joost Bros.	12	20
John Quadt.	8	35
Equitable Gas Light Co.	29	45
Cal. Gas Fixture Co.	1	15
Nickels & Co-onna.	30	
Fischbeck & Glocker.	2	90
Harry Unna Co.	3	75
P. Van Pelt.	25	
Buchanan Bros.	1	55
The Guide.	1	50
Evening Post.	8	40
Bonestell & Co.	3	50
Sunset Press.	7	
W. H. Day.		
Crocker Langley Dir'cty.	5	
Goodyear Rubber Co.	16	75
Chas. M. Plum.	94	70
	1830	76

Paints Statue Fairy Pavilion

Mr Neal for the Pavilion Committee reported that the large granite statue of "Filth" which had been in the Pavilion since 1886 had been removed by etc owner Mr Sala.

Concerts Stewarts Agreement.

The joint Committee on Management, Music and Finance reported recommending:- 1st The adoption of agreement with H J Stewart for a concert to be held in the Pavilion in September, Stewart to provide a chorus of about 200 members to be rehearsed weekly, and a band of 35 musicians and two vocal soloists and accompanist, the Institute to provide room for rehearsals and to prepare Pavilion for concert and to pay Stewart $400 for the concert.
2nd That two single admission tickets for the concert be issued to each Institute member not owing more than 2 quarters dues to Sept 1st next,

July 15/02.

3rd That tickets be sold at 50¢ each
The agreement proposed and recommended by the committee to be signed with Mr Stewart was read and on motion of Mr Neal was ordered signed by the following vote,- ayes. Beaneton, Bull, Clark, Day, Lyons, Neal, Wagoner, Wallis, Mr President (7) noes none. The balance of the Committee report was adopted

The Librarian presented a brief report of his recent trip East, stating that he would present a complete report at the next Board meeting. Received and filed

Proposed exchange Post Stockton for Institute and Mercantile Properties

The President presented two letters from M. A. Leighbaum & Co stating that they had been authorized by the owners of the N.W. corner of Post and Stockton Sts, 137½ ft × 137½ feet to open negotiation for the exchange of that property for the Mercantile Library property on Van Ness ave and the Institute property on Post St. The proposition was made under the supposition that negotiations were going on in regard to consolidation of the two Libraries. The second letter submitted proposed valuation for exchange as follows

N.W. Cor Post & Stockton		$650000
Mercantile Library	$120000	
Mechanics Inst Post St	250000	380.000
Leaving cash to be paid		$270.000.

The letters were referred to the Committee on New Library Building.

Bull on New Library Bldg Com

The President appointed Mr Bull temporarily on the New Library Building Committee

Sec vacation

On motion the Secretary was allowed a two weeks vacation in August.

Bills when bills are passed

The meeting then adjourned
Jos M Cumming.
Secretary

J G Spaulding
Recording Secretary

Aug 5/02.

San Francisco Aug 5th 1902.

Regular meeting of the Board of Trustees of the Mechanics Institute, called to order in the Mechanics Institute Library Building tonight at 8 o'clock by vice President Wallis;- present at roll call - Trustees Beanston, Bull, Day, Heald, Lyons, von Geldern, Wagoner, Wallis (8) Absent at roll call, Trustees Clark, Irving, Mead, Neal, Spaulding, Mr President (6)

The minutes of the previous meeting were read and approved.

Plans for New Bldg. Keigbaum

Before the meeting, Mr. M. R. Keigbaum was present and presented plans for several propositions for altering the building, N.W. corner of Post and Stockton Sts offered by him for sale to the Institute at the last meeting; he also presented a letter giving cost estimates for the different propositions. When the meeting was called to order the Chair stated that as the matter was still in the hands of the Committee on New Library Building, the plans and letter would be referred to that Committee.

The Finance Committee presented for payment bills amounting to $1890.12 The bills were ordered paid by the following vote,— ayes, Beanston, Bull, Day, Heald, Lyons, von Geldern, Wagoner, Wallis (8) Noes None. (See bills p. 551)

The Library Committee recommended for purchase books amounting to $195.40, the recommendation was adopted by the same vote as above;— ayes 8, Noes None.

Raises to Hayes & Woolcock

The Library Committee reported the following recommendations:-

1. That the salaries of assistants Geo N Hayes and W.H. Woolcock be each raised $5 per month beginning Aug 1. 1902.

McNaught hired

2. That Wm. McNaught be employed on probation at $40 per month to fill vacancy caused by promoting Mr Lawson to position of Miss Huntington, resigned

Thomas hired

3. That J.D. Thomas be employed as Janitor at $50 per month in place of J.E. Harris, resigned.

The Committee recommendations were on motion adopted and the Board proceeded to vote for the employees mentioned. The Chair appointed Messrs Bull and Lyons tellers. On motion the Secretary cast the ballot of the Board for Messrs McNaught and Thomas; on the tellers report, the Chair announced them duly appointed to the positions mentioned in recommendations two and three respectively.

Classes.

For the Lectures Committee Mr von Geldern presented a report signed by him and attached to which were reports from both teachers in the classes and an application from Mr Latimer for re-appointment. After reviewing the condition of the classes, the report suggested that they be continued till Jan 1. 1903 and that notice be given now that they would be discontinued at that time. Added to the report was a statement signed by Mr Beanston of the Committee that he concurred generally in the statements made in the report, but preferred that it be regarded as a report of the condition of affairs, on which the Board might feel at liberty to act, without specific recommendation from the Committee. The report was received and placed on file

Aug 5/02.

Classes Discontinued

Mr Wagoner moved that the Institute classes be discontinued. Mr Day suggested as an amendment that the classes be discontinued temporarily, until better facilities for them could be obtained. Mr Wagoner accepted the amendment, and the motion as amended was adopted.

Bills Ordered Paid. See p. 550

Pay Roll:				Post	1258	76
F. J. Teggart	$200			LeCount Bros	13	
R. D. Colquhoun	90			Jos. Figer	2	65
W.H.Woolcock	75			Pac. States Tel.& Tel. Co.	19	45
G.H Mayers	75			Central Lumber & Mill Co.	11	52
H.C.Atherton	25			Spring Valley W.Works.	16	20
Jane L. Shepard	75			Equitable Gas Light Co.	2	85
E.F.Lindsay	50			Joost Bros.	1	
F.M.Lawson	50			Sunset Press	3	75
Wm.McNaught	10.65			J.C.Irvine.	2	
Helen Convery.	35			Keuffel & Esser Co.		50
W.Jennings	15			Thos. J. Davis	7	
J D.Thomas	45			Payot, Upham & Co.	1	85
C.C.Thomas	15			Univ. & Pac. Gas Gov. Co.	9	
R.D.Colquhoun	2.50			S.F.Gas & Electric Co.	15	35
M.G.Buckley	70.			Pac. Gas Imp. Co.	18	50
Jos. M. Cumming	150.	981	15	F.H. McConnell	4	50
				Jos. Fredericks Co.	21	50
Jos. M. Cumming		32	50	C.F.Weeks	20	30
Chas. Scribners Sons.		54		Nink & Schindler	76	93
J.J.Newbegin		13	55	Hicks Judd Co.	218	91
Elder & Shepard		15	95	Univ. of Cal.	165	
Jas. T. White & Co.		8				
John H. Boden & Co.		4			1890	12.
Min'g. & Sci. Press		3	50			
Pac. Rural Press		3	50			
Chronicle		13	65			
Examiner		11	70			
Lemcke & Buechner		19	41			
Globe Disinfecting Co.		21	05			
F.J.Teggart		9	95			
H. Simpson		3	50			
F P.McInnis		19	75			
Henry Ernst		37				
W.W.Montague & Co.		1				
Russell Hinton		8	50			
		1258	76			

Machinery Committee.— Mr Day reported that the sale of removal Pavilion Machinery was under way and he moved that the proceeds from the sale of the Machinery (when received) be deposited in the Mutual Saving Bank to the credit of the Reserve Fund. The motion was carried.

The Secretary's report for July was read and received and ordered spread on the minutes.

Secretary's Report.

July 1/02	Cash on Hand,		$ 1837.87
	Receipts		
Dues	$ 1211		
Ent Fees	47.		
Books	30.50		
Bruit Sav Bk	325.		
Sale of Lead	21	$ 1634.50	
Pavilion Rent	290		
Hayes & Rent	324		
Licenses	10	624	
			$ 4096.37

Aug 5/02.

Expenditures.

Library	Books	$ 8		
	Periodicals	990		
	Chairs	60.		
	Expense	20171		
	Furniture	111.45		
	Lighting	3.55		
	Rent Vets	57.		
	Salaries	850		
	Water	2020		$ 1351.81
Pavilion	Salary	40		
	Labor	15.50		
	Gas	29.45		
	Mantels	27.		
	Lighting	52.		
	Hardware	12.20		
	Rep Hayes St	9.50		
	Water	28.10		
	" Hayes St	7.90		
	Scavenger	4.		
	Paint	8.35		
	Sundries	1.25		265.25
General	Reserve Fund	1096.65		
	Salary	150		
	Interest	180	1426.65	$ 3043.71
Aug 1/02	Cash on Hand			$ 1052.66

Summary of Rects & Expenditures

			Rects	Net Exp
Liby	Rects	$ 1634.50	Net Rects	$ 38267
	Exp	1351.81		
Pavilion	Rects	624		3585
	Exp	265.25		
Genl Expenditures				142665
Decrease in Coin			985.21	
			$ 142665	$ 142665

Statement of Bills

	Liby Exp	Liby Book	Pav.	Genl.	Seal
Unpd July 1/02	$ 1200.46	$ 9.50	$ 237.50	$ 330.00	$ 1777.46
Contr in July	1113.80	606.24	131.60	315.00	$ 2166.64
	$ 2314.26	$ 615.74	$ 369.10	$ 645.00	3944.10
Pd in July	1333.91	17.90	265.25	330.00	1947.06
Unpd. Aug 1	$ 980.35	$ 597.84	$ 103.85	$ 315.00	$ 1997.04

	Income	Bills Contracted
Liby	$ 1634.50	$ 1720.04
Pav	624.00	131.60
Genl		315
	$ 2258.50	2166.64
Excess of Income		91.86
		$ 2258.50

Respectfully
Jos'n Cummings Secty

Aug 5/02.

The Librarian presented report for July which was received and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members

New Members.

Jean Maxemin	Mrs M C Smith	A. Mauke
Dr Felix Lengfeld	O H P Heps	H L Younger
Judge S W Young	J E Bailey	Jno Bivetta
Miss M F Worley	E S Cunnan	Miss C M Schantz
Mrs W H Deming	Mrs C M Starr	A L Chauvet
Miss M A Swinton	Mrs J S Hughes	E P Leeley
B M Jacobs	Mrs H H Buell	C Hannemann
S C Hodge	J D White	Wm O Lawlor
S J Wachen	A M Barker	H H Kewell
H. Bendel	C L Foust	P. Rockenmel
Jno Remmingham Jr	Parker Fullerton	Wm L Maxwell
Robt Sherlock	Mrs H C Shannon	Mrs L J Harding
Wm Roewe	Chas Gazelle	O J Rubini
Lester Penny	Mrs F J Green	Chas W C.
Miss Ora M Hug	Geo Ahlers	A P Bergles
Mrs L C Tyler	Miss Bowen Brandt	

—

Librarians Report on Trip

The Librarian presented a lengthy report of his recent trip to the Convention of the American Library Association. Referred to Library Committee.

—

Leave Mead and Deering

On motion of Mr Day, Trustees Deering and Mead, were given a leave of absence for thirty days each.

—

The meeting then adjourned
Jos'n Cummings
Secretary

J. H. Spaulding
Recording Secretary

Aug 19/02.

San Francisco August 19th 1902.

The regular meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Fawcett - present at roll call - Trustees Beaston, Bull, Clark, Irving, Lyons, Neal, Spaulding, Wallis, Mr. President (7) absent at roll call Trustees Day, Heald, Mead, von Geldern, Wagoner (5), Librarian Taggart acting as Secretary in the absence of Secretary Cumming.

The minutes of the previous meeting were read and approved.

The Library Committee recommended four purchase books amounting to $321.55. The recommendation was adopted by the following vote,- ayes, Beaston, Bull, Clark, Irving, Lyons, Neal, Spaulding, Wallis, Mr. President (9) Noes None.

The Library Committee presented the following report, the recommendations of which were on motion adopted by the same vote as above, ayes 9 Noes 0.

San Francisco Aug 19/02.

Changing Books, change of System.

To the Board of Trustees of the Mechanics' Institute,

Gentlemen:- Your Library Committee to which was referred the special report of the Librarian at your meeting of Aug 5

Recommends -

That the Committee be authorized to expend the sum of $600, at the rate of $100 per month in carrying out the preliminary work necessary for the introduction of a new charging system.

Your Committee is of the opinion that the present system of charging books is inaccurate and unduly expensive.

It is particularly expensive in that the highest paid employees are compelled to spend much of their time in doing clerical work that could be done by much lower priced employees. Those patrons of the Library who desire counsel and help in selecting books are thus deprived to a considerable extent of their assistance, and at the same time those who merely wish to have their books charged or credited are put to inconvenience.

If the system now recommended is inaugurated the strictly clerical work will be done by a woman charging clerk who will do nothing else, and the desk assistants will be left free to attend to the (wants) needs of your patrons. Economy will thus be secured by increased efficiency at the same original cost, as but two men would be required in place of three now employed the salary of the extra being sufficient to pay the two women clerks necessary to fill out the Library hours. Under the suggested arrangement a charging desk such as we now use would be unnecessary and the attendants could be on the floors of the Library coming in direct contact with the readers.

To secure this result a new charging system is necessary and to secure the charging system, revision and renumbering of all the books on the shelves is necessary. The time which this work will consume is estimated at six months with an expenditure of about $100 a month.

Aug 19/02.

Book Stacks

as in the process of this work a considerable number of duplicate and obsolete books should be removed from the open shelves and placed in a reserve stack in the basement, your Committee recommends that one or more stacks be erected in the basement lately occupied as the class room.

Respectfully
Geo Beaston
Geo H Wallis
H G Spaulding
} Library Committee.

Krigbaum's offer of sale.

Mr. M. R. Krigbaum entered and addressed the Board in relation to what could be done in the way of obtaining a revenue from the building N.W. corner Post and Stockton Sts., which he had offered to sell to the Institute, and he requested a decision on his offer within two weeks, Mr. Krigbaum then withdrew.

Knights of Pythias rent

Pavilion Committee. Mr. Neal stated that the Knights of Pythias Convention now using the Pavilion wished to extend their time from the expiration Thursday of this week to Saturday night as they wished to hold a benefit. Mr. Neal suggested giving them Friday free and charging $150 for Saturday night. Referred to Pavilion Committee with powers, as the entertainment of Saturday was to be a boxing exhibition and there might be some conflict with Mr. Gleason's lease of the Pavilion, the Committee was instructed to act under the advice of the attorney.

No Sunday dances

Mr. Neal moved that the Pavilion Committee be authorized to rent the Pavilion for Sunday night concerts and dances, the rate to be $100 per night. The motion was lost.

The Joint Committee on Concerts reported progress.

New Members,

The Librarian presented the following names of persons who had joined the Institute, all of whom were on motion approved.

New Members.

Mrs R L Lewis	D S Lyon	Mrs L A Sullivan
O H Crawford	N L Enyler	Jno R Leiff
H H Vorsin	Frances Bishop	Percy L Edlers
Saml M Shee	Mrs D J Porter	Mrs Rose Loffenheim
A L Anderson	C C Woodward	Sir Geo F C Bryan
D F J Griffin	Wm H Radford	H H Lovejoy
B Kelsey	Mrs W J Sennick	N L Simmons
Geo B Littlefield	Miss Fern E Dickson	M C Hixon
Miss Susan Dickinson	Mrs D Friedrick	Mrs W H Anthony
J E Hovey	Mr. Louis R Feelon	A J Jackoke

Aug 19/02.

New Building.

Mr. Beaston presented the following resolutions and moved their adoption.

Resolutions re New Building

Whereas, This Board, some months since, received, through its President, an expression of opinion from a majority of the members of the Mechanics' Institute, who responded to his invitation for an expression of their views, that a new Library building should be erected on our Post St site, and

Whereas, There is a necessity for a new Library building or for a proper reconstruction of our present Library building, and

Whereas, It is necessary at the present time to take definite action on a proposition before this Board to purchase additional property and locate the Library in some other locality, therefore be it

Resolved, That the New Library Committee be authorized and directed to take into consideration the matter of either erecting a new Library building on the Post St lot, or reconstructing our present Library building; and

Resolved, That the new Library Committee be authorized to consult the plans and specifications already prepared for the reconstruction of our present building, or devise preliminary plans for a new building on the Post St. lot, and

Resolved, That the Committee on Finance be authorized and directed to present to this Board a feasible plan for securing the necessary funds for either the erection of the proposed building or the reconstruction of the present building.

Mr. Bull seconded Mr. Beaston's motion to adopt the motion was carried, and the matter referred to the committee on New Library Building.

The meeting then adjourned.

Jos. M. Cumming
Secretary

J. G. Spaulding
Recording Secretary.

Sept 2/02.

San Francisco September 2nd 1902.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Fanning. - present at roll call, Trustees Beaston, Bull, Heald, Irving, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr. President (10) absent Trustees Clark, Day, Mead, Wagoner (4)

The minutes of the previous meeting were read and approved.

The Finance Committee recommended for payment bills amounting to $1699.40. The recommendation was adopted by the following vote:- ayes Beaston, Bull, Heald, Irving, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr. President (9) noes none.

Bills Ordered Paid

					Fund 1475	
Pay Roll:				~~W.P.Fuller & Co.~~	~~3~~	~~08~~
F.J.Teggart	200			Univ. & Pac. Gas Co.	9	-
R.D.Colquhoun	92.50			A.M.Robertson	9	69
W.M.Woolcock	80			Fink & Schindler	1	57
G.H.Mayers	80			Pac. Newspaper Union	2	75
H.C.Atherton	25			W.& J.Sloane Co.	2	-
J.L.Shepard	75			Equitable Gas Light Co.	36	80
E.F.Lindsay	50			Payot Upham	5	40
F.M.Lawson	50			The Call.	11	70
Wm. McNaught	40			H.W.Wilson	5	-
Helen Convery.	35			Pac. States Tel & Tel Co.	20	30
W.Jennings	15			M.C.Baker & Co.	1	90
J.D.Thomas	50			Chas. Scribners Sons.	35	16
C.C.Thomas	22			Croscup & Sterling Co.	18	20
E.Hanlon	10.65			Lemcke & Buechner	7	44
Jos. M.Cumming	30			Spring Valley W.Wks.	57	45
M.G.Buckley	70	1,045	15			
Jos. M. Cumming		80	95		~~1703~~	~~48~~
F.J.Teggart		24	90		1699	40
Gustave L. Amy		3	-			
Mercantile Towel CO.		11	-			
Jos. Fredericks Co.		30	-			
Jno. Partridge		1950	-			
Armstrong & De Guerre		~~100~~ 31	-			
Bonestell & Co.		450	-			
Moise Klinker Co.		3	-			
G.C.Bornemann & Co.		480	-			
Sunset Press		165	-			
Univ. of Cal.		2886	-			
Elder & Shepard.		125	-			
Cent L & M Co.		10	-			
James Ross		2	-			
J.P.Brownlee		1815	-			
Pac. Gas Imp. Co.		1240	-			
S.F.Gas & Elec. Co.		308	-			
W.P.Fuller & Co.						
Fund		1475	84			

Duplicate Copy
Jos M Cumming Secty

The Library Committee recommended for purchase books amounting to $104.35. The recommendation was adopted by the following vote:- ayes Beaston, Bull, Heald, Irving, Lyons, Neal, Spaulding, von Geldern, Wallis, Mr. President. noes none.

Mercantile Consolidation

Mr. Beaston for the Library Committee stated that he had received a letter from M. R. Trigbum that he had arranged for a meeting of the Library Committee of the Mercantile Library and the Mechanics Institute for Sept 4th next to discuss the matter of consolidation.

Sept 2/02.

Concerts Sept 29

The Joint Committee in charge of Concerts reported recommending,
1st That the finest concert be held Sept 29th next.
2nd That the Joint Com. be authorized to arrange for printing the program in the best terms possible.
Both recommendations were adopted.

Secty

The Secretary presented report for August which was read and ordered spread on the minutes.

San Francisco Sept 2/02.

Board of Trustees Mechanics Institute.—

Gentlemen:— Below is presented financial statement for Aug 1902.

Aug 1/02 Cash in hand.				$ 1052.66
	Receipts			
Library — Dues	$ 989			
Entrees	48			
Books	29.30			
Mus Dau Bk	325			
Expense	2		$ 1393.30	
Pavilion Rent	1450			
Hayes St Rent	396.			
Gas	43.15			
Lighting	4.			
Damage	10.50			
Removing Garbage	16		1919.65	
				$ 3312.95
				$ 4365.61

Expenditures

Library	Books	$ 73.36	
	Lick Lists	23.48	
	Binding	218.91	
	Periodicals	48.52	
	Expense	148.80	
	Furniture	123.03	
	Lighting	42.65	
	Rent Rela	15.10	
	Salaries	761.15	$ 1455.00
Pavilion	Salary	$ 70	
	Labor	9.	
	Gas	2.85	
	Hdw Lumber	12.52	
	Water Rent	16.20	
	Telephone	4.05	
	Sundries	5.50	$ 120.12
General —	Salary	$ 150	
	Interest	165	315.
			$ 1890.12
Sept 1. 1902 Cash on Hand			$ 2475.49

Sept 2/02.

Summary of Receipts and Expenditures.

	Rec'd Rects	Rec'd Expenditures
Library Rects	$ 1393.30	
Expen.	1455.00	61.70
Pavilion Rects	1919.65	
Expen	120.12	1799.53
Cent Expenditure		315
Increase in Cash		1422.83
	$ 1799.53	$ 1799.53

Statement of Bills

	Liby Cent	Book	Pav.	Cent	Total
Aug 1/02 Unpd	$ 980.35	$ 59784	$ 103.85	$ 315.00	$ 1997.04
Contd in Aug	1190.43	342.13	215.67	315.00	2063.23
	$ 2170.78	$ 939.97	$ 319.52	$ 630.00	$ 4060.27
Pd in Aug	1090.73	364.27	120.12	315.00	1890.12
Unpd Sept 1.	$ 1,080.05	$ 575.70	$ 199.40	$ 315.00	$ 2170.15

	Income	Bills Contracted
Liby	$ 1393.30	$ 1532.56
Pav	1919.65	215.67
Cent		315
	$ 3312.95	$ 2063.23
Excess of Income		1249.72
		$ 3312.95

Respectfully
Jos M Cumming Secty

The Secretary presented report for quarter ending Aug 31 which was read and ordered read at the coming quarterly meeting of the Institute.

New Members

The Librarian presented report for August which was read, and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members.

R S Culverwell	G L Westendorf	W J Schaller
M M Friedman	Mrs L J Carpenter	J F Wilkinson
Geo M Willcox	Wm H Wheeler	N B Phillips
Eugene E Schmitz	Mrs Geo R Seymour	Jos Masini
Frank J Green	C E Jones	E W Adams
Mrs J N Hackett	Grant Wallace	R M Gardiner

The Librarian presented report for quarter ending Aug 31 which was read and ordered read at the coming Quarterly meeting.

Sept 2/02

Letters Read

Penny overcoat — From Jos A. Penny complaining of theft of his overcoat out of the chess room and asking for compensation. Referred to Library Committee with power.

McIsaac rent 33 Post — From Jno R. McIsaac making offer for rental of store 33 Post St. Referred to Building and Repairs Committee to report on.

Krigbaum's protest — From M. R. Krigbaum & Co protesting against action of Board at last be meeting regarding building site. Received and filed.

The meeting then adjourned.

Jos. H. Cumming
Secretary

J. G. Spaulding
Recording Secretary

Sep 6/02.

Quarterly adj.

San Francisco September 6th 1902

Regular Quarterly Meeting of the members of the Mechanics Institute called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig, 23 members present. The President announced no quorum.

Mr. E. A. T. Gallagher moved that the meeting adjourn to Sept 16th next at 8 P.M. and the members be notified by postal.

Mr. H. H. Reid moved as an amendment to substitute the date of Sept 20th.

Mr. T. J. McGrath moved to substitute the date of Sept 17th next, which was agreed to and the motion as amended was carried.

Jos. H. Cumming
Secty

J. G. Spaulding
Recording Secretary

Sep 16/02.

San Francisco September 16th 1902.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Taussig. — present at roll call — Trustees Beaneton, Bull, Clark, Neal, Spaulding, von Geldern, Walls, Mr President (8) absent at roll call — Trustes Day, Heald, Irving, Lyons, Mead, Wagoner (6)

The minutes of the previous meeting were read and approved.

The Finance Committee presented report of T. Van Pelt, Auditor, showing the Institute books audited to Sept 1. 1902. Received and filed.

Mr. Neal drew attention to the fact that the agreement with I. J. Stewart for the concert of Sept 29th called for payment of $400 to Mr. Stewart Sept 30th. On motion of Mr. Neal the Finance Committee was authorized to pay 400 to I. J. Stewart on Sept 30th 1902 by the following vote — ayes, Beaneton, Bull, Clark, Neal, Spaulding, von Geldern, Walls Mr President (8) noes None.

Sounding Board ordered — Mr. Bull for the sub-committee from the joint Committee on Concerts stated that a shell shaped sounding board and a platform for the Concerts at the Pavilion could be built for $215. On motion the sub-committee was authorized to expend 215 for the purpose mentioned, by the following vote — (same as above) ayes 8 noes 0.

The Library Committee presented the following report which was received and ordered spread on the minutes.

Mercantile Consolidation

Conference With Mercantile Library.

San Francisco Sept 16th 1902

Board of Trustees Mechanics Institute:—

Gentlemen:—Your Library Committee received a letter from Mr. M. R. Krigbaum who has offered us for sale the building at Stockton and Posts Sts. for a library site. In this letter Mr. Krigbaum states that he had arranged for a meeting of the Library Committee of the Mercantile Library Association with this Committee in the assembly Room of the Mills Building, on Thursday Sept 4 last for the purpose of discussing the matter of consolidation of the two libraries. Accordingly at that date the meeting was held at which your entire Library Committee including the President was present and also the Librarian and Secretary. For the Mercantile there were present Mess T. Van Ness, D. E. Miles and W. T. Lane.

In the matter of consolidation of the two libraries was talked over, each Committee giving for the benefit of the others the condition of the respective libraries, such as number of members, property, assets, liabilities, running expenses &c. your Committee informed the Mercantile Library Committee that this Board had some little time ago passed a resolution unan-

Sep. 16/02.

imously to the effect that it favored consolidation of the two Libraries under favorable conditions and that the Trustees today were in favor of such consolidation. Mr. Dan Neal replied that the matter had not been formally considered by their Board of Trustees and that they would have a meeting called the following week to get the views of the members of their Board and after such meeting they would notify our Committee and we would come together again for further conference.

Up to the present time we have not heard from their Committee.

Respectfully Geo Beaneton
Geo H Wallis
J G Spaulding Library Com.

The Librarian presented the following names as having joined the Institute all of whom were on motion approved

New Members

New Members

Wm P Browning	S H Sperry	Jno A. Mallon
Dr. C. C. Strong	Edw O. Allen	J Sheldon Potter
Lewis Dreenberg	L Levingston	Miss Em Hegtreum
Miss Helen C Houghton	Wm H Chase	Geo E Coe
Mrs P. Decker	Miss E C McKibbon	Jed H S Haly
Mrs C Jantzen	Mrs S B Pawson	Miss D P Keaker
A O. Sr. Meinkhouse	Miss Edwards Rogers	Mrs C H Holt
S E Newton	H H Vance	

Letters Read

Post St Club indorses consolidation — From Post St Improvement Club indorsing proposed location of Library at Post and Stockton Sts and consolidation with Mercantile Liby. Received and filed.

Dup. Diploma issued — From Mrs C.N. Rice asking for duplicate of diploma issued to her by Mechanics' Institute Fair of 1879, original having been destroyed. The diploma was ordered issued.

Benefit at Pavilion $75. — The Secretary states that during the Knights of Pythias convention held last month in the Pavilion one of the militia present had met with an accident during the drill and had lost the sight of one eye. It was proposed to give him a benefit at the Pavilion Oct 18th next. On motion of Mr. Neal the rate for the benefit was fixed at $75.

Wagoner Leave — On motion Trustee Wagoner was given leave of absence for 2 months and Trustee Neal was given leave for 30 days.

The meeting then adjourned

Jno Cumming
Secretary

J G Spaulding
Recording Secretary

Quarterly

Sep 17/02

San Francisco September 17th 1902.

The Quarterly Meeting of the members of the Mechanics' Institute adjourned from Saturday Sept 6th last was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President R.J. Tarpey. 60 members present.

Minutes amended and meeting — The minutes of the Annual Meeting of March 8th last were read. Mr. Ed. F. Gallagher made the statement that he had voted in the negative at the annual meeting on the motion to adopt the resolution confirming the action of the Trustees in selling the Folsom St. Lot, and he asked to have the minutes amended to show his negative vote; on motion the minutes were so amended and then approved.

The Secretary presented reports for quarters ending May 31. 1902 and Aug 31. 1902. The reports were received and ordered spread on the minutes. See pp 566-9

The Librarian presented reports for quarters ending May 31. 1902 and Aug 31. 1902. The reports were received and ordered spread on the minutes. See pp 570-1

The President presented report which was received and ordered spread on the minutes. See pp 572-3.

Elevator Petition — Mr. N. J. Manson on behalf of the 51 signers thereof, presented a petition, reciting that an elevator was greatly needed in the Library Building and asking and urging that an elevator be put in the building at the earliest practicable moment. At Mr. Manson's request, the petition was referred to the Board of Trustees.

Amendments — The following

Amendments To The Constitution, were proposed.—

By Mr. E. A. F. Gallagher.

San Francisco 16 Sept 1902.

I Mechanics' Institute.

I hereby give notice that at the Quarterly meeting of the Mechanics' Institute to be held in the month of December anno Domini one thousand nine hundred two, to alter and amend Article XII Sec 1. of the Constitution of the Mechanics Institute "To substitute the word "Wednesday" for "Saturday". Also Section 3 to substitute the word "Wednesday" for "Saturday."

Also to re-insert in the same section

"Notice of which and of the annual meeting shall be given by Postal Cards, sent to the members"

as it appeared in the printed copy of the Constitution By Laws and rules of the Mechanics' Institute of San Francisco, California of the imprint by James H Barry of 1895.

Sep 17/02. Quarterly

(Amendments

By Mr. Leo Beanston.

San Francisco Sept 17, 1902.

To the Members of the Mechanics' Institute;

I move to amend Section 1 of article VIII of the Constitution by striking out the entire section and substituting in its place and stead the following:-

"Section 1. Any person of good character may become a member of this Association by: 1- Signing the Constitution and By-Laws, 2- Paying an entrance fee of one dollar. 3- Paying the current quarters dues in advance; and 4. Being approved by the Board of Trustees. Upon the death of a subscribing member, such surviving relatives as may be approved by the Board of Trustees, may upon signing the Constitution and By-Laws, continue the membership of such deceased member in his or her own name without the payment of entrance fee. Upon approval the membership shall relate to the date of the signing of the Constitution. X

By Mr. Alpheus Bull.

San Francisco Sept 17th 1902

To the Members of the Mechanics' Institute.

I move to amend Section 7 of Article II of the Constitution, by adding to the end of said section the following sentence:

"In the event of the absence of the Recording Secretary or his inability to perform any of the duties of his office, the President shall appoint one of the other members of the Board of Trustees, Recording Secretary, pro tem.

By Mr. Alpheus Bull.

To the Members of the Mechanics' Institute.

I move to amend Section 4 of article IX of the Constitution by striking out the entire section and by substituting in its place and stead the following to be known as Section 4.

Section 4. Nominations for the office of Trustee shall be made at the quarterly meeting of the members of the Mechanics' Institute to be held during the month of December of each and every year, or at any subsequent meeting duly called and held at least thirty days prior to the annual election. Any member in good standing may nominate one or more members, not to exceed seven, for the office of Trustee of the Institute, provided that each and every candidate so nominated shall file with the Secretary of the Institute at least twenty days prior to the day of election, an acceptance of his candidacy, otherwise such nominations shall be void and of no effect, and provided further, that this shall not preclude any additional nominations by petition filed with the Secretary of the Institute at least twenty days prior to the day of election, and said petition shall be endorsed by twenty five members of the Institute entitled to vote at the ensuing election, and who shall endorse no other candidate's nomination

Gallagher wants to make Clark Hon. Mem.

Mr. E. T. Gallagher presented the following and moved the adoption of its resolution.

By Article VIII Section 7 of the Constitution of the Mechanics Institute there can be elected annually ten honorary members.

Resolved, that M. A. Clarke be elected an honorary member of the Mechanics' Institute of San Francisco.

The Chair declared the resolution out of order as under the provisions of Article VIII Section 7 of the Constitution, any names presented to the Quarterly meeting for Honorary Membership must be presented by the Board of Trustees. Mr. Gallagher appealed from the decision of the Chair, the Chair was sustained by the meeting.

The meeting then adjourned

Secretary
Jos. M. Hemming.

J. G. Spaulding.
Recording Secretary.

Note For reports presented at the above meeting see pp. 566 et. seq.

Sept 17/02. Quarterly.

See p. 563.

San Francisco, June 3, 1902.

Board of Trustees Mechanics' Institute,

Gentlemen:- Below is presented financial statement for quarter ending May 31/'02.

March 1/'02 Cash on hand. $1,405.77

RECEIPTS

Library.			
Dues	$4515.50		
Ent. Fees	103.		
Life Member	50.		
Books	113.50		
Classes	12		
Mutual Sav. Bank	975		
Sundries	1.50	$5,772.50	
Pavilion			
Rent	4981.90		
Hayes St. rents	1056.		
Gas	99.20		
Lighting	44		
Electricity	10.		
Damage	11.50		
Water	25		
Telephone	3.30		
Sale of wood	1.		
License	20.	6,251.90	
Folsom St. Lot			
Rent	50.		
Taxes	241.65		
Insurance	37.10		
Sale of lot.	90000.	90,328.75	$102,353.15
			#103,758.92

EXPENDITURES

Library			
Books	1203.13		
" Lick Fund	230.84		
Binding	118.46		
Periodicals	1051.93		
Classes	180		
Expense	499.23		
Fuel	58.61		
Furniture	37.59		
Insurance	61.		
Lectures			
Illustrating	70.		
Fees	60.		
Printing	22.50		
Express	2.20		
	154.70		
Lighting	299.99		
Print. & Stat.	229.75		
Repairs	227.65		
Salaries	2431.70		
Taxes	670.73		
Water	53.10	$7,508.43	
Pavilion.			
Salary	$210		
Labor	27.		
Gas	125.10		

Quarterly. Sept 17/02.

Ready Report June 3/02 p. 2

See p. 563

Mantels	27.		
Lighting	66.		
Electricity	23.80		
Repairs	27.50		
Glazing	6.75		
Shades	2.50		
Insurance	191.40		
Taxes	1560.42		
Water	52.85		
" Hayes St.	21.90		
Repairs "	8.30		
Scavenger	8.		
Telephone	18.40		
License	21.		
Sundries	49.43	$2,447.42	
Folsom St. Interest	1156.		
Stamps for deed	43.75		
Repairs	25.		
Taxes	388.27		
Rent refund	36.65	1,649.67	
General Salary	450.		
Interest	336.11		
Legal expenses	381.25		
Notes paid	90000.	91,167.36	102,772.88
June 1/'02 Cash on hand			$986.04

Correct Copy
Jos M Cummings Secty

SUMMARY OF RECEIPTS AND EXPENDITURES.

		Net receipts	Net expenditures
Library			
Receipts	5772.50		
Expenditures	7508.43		$1,735.93
Pavilion			
Receipts	6251.90		
Expenditures	2447.42	3,804.48	
Folsom St.			
Receipts	90328.75		
Expenditures	1649.67	88,679.08	
General expenditures	91,167.36		91,167.36
Decrease in coin		419.73	
		$92,903.29	$92,903.29

STATEMENT OF BILLS

	Liby.	Books.	Pav.	Folsom St.	Genl.	Total
Mch. 1/02 Unpaid Bills	1,317.55	1,055.23	152.95	1,000	531.25	4,056.98
Contracted	4,930.35	2,587.54	2641.62	649.67	966.11	11,775.29
	6,247.90	3,642.77	2794.57	1,649.67	1,497.36	15,832.27
Paid	4,904.05	2,604.38	2447.42	1,649.67	1,167.36	12,772.88
Unpaid June 1st.	$1,343.85	1,038.39	347.15	0	330.00	3,059.39

	Income	Bills contracted
Library	5,772.50	7,517.89
Pavilion	6,251.90	2,641.62
Folsom St.	328.75	649.67
Genl.		966.11
	12,353.15	11,775.29
Excess of Income		577.86
		12,353.15

Respectfully, Secretary.
Jos M Cummings.

Sep 17/02. Quarterly

Sep f 563.

Correct Okay

San Francisco, Sept. 1, 1902.

Board of Trustees Mechanics' Institute

Gentlemen:- Below is presented financial statement for quarter ending, Aug. 31, 1902.

June 1, 1902. Cash on hand. $986.04

RECEIPTS

LIBRARY

Dues	$4,324.50	
Ent. Fees	125.	
Life member	50.	
Books	91.35	
Mut. Sav. Bank	975.	
Donation	49.50	
Cancelled Insur.	56.25	
Sale of old papers.	.50	
Sundries	29.	$5,701.10

PAVILION:

Rent	2,428.	
Hayes St. Rent.	1,171.50	
Gas.	160.75	
Lighting	56.	
Mantels	27.	
Damage	14.50	
Sale of old goods	15.	
License	10.	
Removing garbage	20.	$3,902.75

General Reserve Fund Sale of Pavilion Machinery $1,096.65 10,700.50
$11,686.54

EXPENDITURES

Library:

Books	926.51	
" Lick fund	55.54	
Binding	554.38	
Periodicals	96.10	
Music	1.60	
Classes	120.	
Expense	711.51	
Furniture	358.83	
Insurance	310.55	
Lectures		
Illustrating	61.50	
Lighting	168.56	
Print. & Sta.	2445.65	
Water	40.80	$6,261.18

Salaries 209.85

Pavilion:

Salary	210.	
Labor	24.50	
Gas	115.70	
Mantels	54.	
Lighting	52.	
Repairs	8.	
" Hayes St.	10.90	
Glazing	4.	
Insurance	259.	
Hardware, Paint & lumber	36.57	

Quarterly Sep 17/02.

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Sec f 563.

Water	66.05	
" Hayes St.	15.80	
Scavenger	4.	
Telephone	10.95	
Sundries	6.75	$878.22

General Salary	450		
Interest	525		
Reserve Fund	1,096.65	2,071.65	$9,211.05
deposited.			
Sept. 1, 02. Cash on hand			2,475.49

Correct Okay

J. M. Cummings Sec'y

SUMMARY OF RECEIPTS AND EXPENDITURES.

			Net Expenditures
LIBRARY:			
Receipts	5,701.10	Net Rcts.	
Expenditures	6,261.18		$560.08
PAVILION:			
Receipts	3,902.75		
Expenditures	878.22	3,024.53	
GENERAL RECEIPTS	1,096.65		975.
Expenditures	2071.65		~~2,972.65~~
Increase in coin.			1,489.15
		3,024.53	3,024.53

STATEMENT OF BILLS

	Lib'y.	Books.	Pav.	Gen'l.	Total
June 1, '02. Unpaid bills.	1,343.85	1,038.39	347.15	330.	3,059.39
Contracted in ~~June~~ Quarter	4,363.25	1,171.44	730.47	960	7,225.16
	5,707.10	2,209.83	1,077.62	1290.	10,284.55
Paid during ~~Jan~~ Quarter	4,627.05	1,634.13	878.22	975.	8,114.40
Unpaid Sep.1, '02.	1,080.05	575.70	199.40	315	2,170.15

	INCOME	BILLS CONTRACTED
Library	5,701.10	5,534.69
Pavilion	3,902.75	730.47
General	1,096.65	960.
	10,700.50	7,225.16
Excess of income including 1,096.65 Machinery sold	3,475.34	
	10,700.50	

Respectfully,

J. M. Cummings
Sec'y.

Sep 17/02. Quarterly.

See 563.

San Francisco, June 3, 1902.

Board of Trustees Mechanics' Institute,
Gentlemen:-
I present herewith a report of the Library work for the quarter ending May 31, 1902.

RECEIPTS:

New members	$103	
Life member (1.)	50.	
Quarterly dues.	4,515.50	
Books paid for.(2)	1.50	
Fines. (238).	32.90	
Extra Books. (811)	81.10	
Evening classes.	12.	
Sundry.	1.50	
Total receipts.	4,797.50	
" deposits	4,797.50	

MEMBERSHIP:

104 subscribing members and one life member have joined the Institute and 198 have withdrawn, leaving at this date 3,607 members.

BOOKS:

There were added to the library 1,538 volumes, or twice the number added during the preceeding quarter, classified as follows:

Periodicals	218	
Bibliography	15	
Philosophy	55	
Religion	25	
Sociology	173	
Philology	7	
Science	80	
Useful arts	275	
Fine arts.	35	
Literature	72	
Fiction	469	
Hist. & Geog.	79	
Biography	35	1,538
Reference	566	
Circulation	972	
Purchase	811	
Gift	335	
Binding	283	
Exchange	109	

BINDING:
There were 280 books bound.

CIRCULATION:
There were given out for home use 43,689 an increase of 12,500 books of the corresponding quarter last year; a daily average of 560.
There were 1739 postals sent for books to be called for, and 537 for books to be returned.
The library was open 74 days.

Respectfully,

J. Leggart
Librarian.

Quarterly. Sep 17/02

See 563.

San Francisco, Sep. 2, 1902.

Board of Trustees Mechanics' Institute
Gentlemen:-
I present herewith a report of the Library work for the quarter ending Aug. 31, 1902.

RECEIPTS:

New members	125.	
Life member (1)	50.	
Quarterly dues	4,324.50	
Books paid for (8)	9.65	
Fines (238)	16.10	
Extra Books (811)	65.30	
Sundry	.50	
Total rects.	4,591.35	

MEMBERSHIP:

125 subscribing members and one life member have joined the Institute and 145 have been suspended for non-payment of dues, leaving at this date 3,433 members.

BOOKS:
There were added to the Library 989 volumes, classified as follows:

Periodicals	112	
Bibliography	8	
Philosophy	17	
Religion	14	
Sociology	76	
Philology	4	
Science	30	
Useful arts	98	
Fine arts	44	
Literature	152	
Fiction	159	
Hist. & Geog.	54	
Biography	39	989
Reference	307	
Circulation	682	989
Purchase	718	
Gift	128	
Binding	143	989

Circulation:

There were given out for home use, 42,447 books, a daily average of 568.
There were 1,620 postals sent for books to be called for, and 612 for books to be returned.
The library was open 78 days.

Respectfully,

J. Leggart
Librarian.

Sept 17/02

Quarterly

REPORT OF THE PRESIDENT OF THE
MECHANICS' INSTITUTE.

Sept. 17, 1902.

The report I have to make to you this evening will be a short one, but I hope of some little interest to those interested in the affairs of the Mechanics' Institute. The Librarian states in his report that our daily circulation of books averaged 567, as compared with 529 during the same time last year. Our accession of books during that time has increased from 2,066 last year to 2,427 this year. You have heard from the Secretary that while we have unpaid bills on our files amounting to $2,170.15, we have $2,475.00 on hand with which to pay them. Moreover we have about $1,100.00 deposited in Savings Bank, the beginning of a sinking fund to be used in paying off our mortgage indebtedness, which now amounts to $30,000.00. For the six months just past the affairs of the Institute show a net surplus of a little over $4,000.

Improvements have been made in the chess room and reading room as well as in other portions of the building.

The membership is in a reasonably satisfactory condition especially considering that we have endeavored to retain on our rolls only active paying members and life members.

In regard to the purchase of books, the expressed wishes of our members receive first consideration. The question of the purchase of fiction however is an important one and must be carefully considered by the Board and the members of the Institute. The serious part of it is, that we are often compelled to purchase 100 copies of some particularly popular novel and after a few months surplus copies are relegated to the cellar, entirely worthless as far as any library purpose is concerned. The permanent prosperity of the library required us to be circumspect in our purchases and the serious thoughts of our members are invited upon this very important subject.

It has been the aim of the present Board to build up a reference library of which our members will be proud, and we purpose to keep this aim steadily before us, and it is by that work that we will be judged in years to come. Every effort is being made to buy good books and put them within ready reach for reference. Further improvements are contemplated which will put the service and advice of the library attend-

Quarterly

Sept 17/02

Sept 17 '02

President's Report

ants at easier command of the members. Projects for a new building are in the air, but it will perhaps be wiser to say nothing about it until things have put themselves in some kind of shape; meanwhile we deprecate any great expenditures upon this old building. We are working in the consolidations and affiliations, but I have not tangible result to report.

Efforts in line with the declared intention of the founders of the Mechanics' Institute, your Board has deemed it advisable to inaugurate a series of lectures at the Pavilion, which it is hoped will be of benefit and pleasure to our members. A annual course of lectures will be established in due time.

(Summary read)

Respectfully
President

Oct 4/02.

San Francisco October 7th 1902.

Regular meeting of the Board of Trustees of the Mechanics' Institute, called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig, present at roll call, Trustees Beaneton, Bull, Clark, Day, Heald, Mead, Neal, Spaulding, von Geldern, Wallis, Mr President 11, absent Trustees Irving, Lyons, Wagoner 3.

The Minutes of the previous meeting were read and approved.

The Finance Committee reported Cash on hand — $ 6212.89,
and recommended for payment bills amounting to 3286.26,
The bills were ordered paid by the following vote:- ayes, Beaneton, Bull Clark Day, Mead, Neal, Spaulding, von Geldern, Wallis, Mr President 11, noes none absent from room 150 from (recess 11)
The Committee presented also bill of Jno Shaw Law for $7. with recommendation for its payment. The bill was ordered paid by the same vote as preceding. Ayes 11, noes none; absent from the room 1.

Mr. Lyons entered.

Bills Ordered Paid

Pay Roll:			
F.J.Teggart	200.		
R.D.Colquhan	90.		
W.H.Woolcock	80		
G.H.Mayers	80		
H.C.Atherton	25		
Jane L.Shepard	75		
E.F.Lindsay	50		
F.M.Lawson	50		
Wm.McNaught	40		
Florence Whittier	5	00	
Helen Convery	35		
W.Jennings	15		
E.Hanlon	40		
J J.D.Thomas	50		
Jos.M.Cumming	150		
M.G.Buckley	70	1107	50
Jos. M.Cumming		107	70
F.J.Teggart " "		33	70
		16	50
Spring Valley W.W.		49	15
S.F.Gas & Elec. Co.		10	
A.Serensky		5	75
J.H.Fitzgerald		1	50
Gus E.Peters		2	25
F.P.MacInnis		105	75
Equitable Gas Light		22	20
H.J.Stewart		400	
Jos. M.Cumming		91	50
M.Heynemann		20	70
W.N.Brunt			
L.Levingston		38	50
C.A.Murdock & Co.		44	
Owens, Varney & Green		56	
Examiner		11	90
	fwd	2157	60

	fwd	2131 68
Bulletin	8	
S.F.Chronicle	10	50
Post	2	50
The Call.	10	50
Indianapolis Furniture Co.	28	
Centure Elec. Co.	8	13
W.M.Weil	37	20
Byron Mauzy	10	
Sherman Clay & Co.	7	
Sievers & Boland	5	
S.F.Gas & Elec. CO	15	30
Pac. Gas. Imp. Co.	40	60
Univ & Pac. Gas Co.	18	
Cubery & Co.	3	75
John Partridge		75
McNutt Kahn & Co.	2	70
Frank Eastman Co.	17	25
Payot Upham Co.	28	18
Bonestell & Co.	1	50
Brown & Power	5	
Bent & Meyerdorf	12	50
Cunningham Curtis & Welch	27	21
U.S.Patent Office	36	
Emporium	12	05
R.L Polk & Co.	10	
Emanu-El	10	
W.L.Paxon	4	25
J.Tauzy & Co.	1	80
Edw. D Brownson	60	70
R.E.Cowan	7	
H.W.Faust	1	35
A.M.Robertson	8	53
L.H.Cary	44	48
J.J.Newbegin	12	
Chas. Scribners Sons.	10	80
Smithsonian Inst.	9	90
Engineers' Club of Phil.	1	15
fwd	2654	18

fwd	3286	26
Elder & Shepard	21	75
Post	8	40
Chronicle	13	65
The Guide	1	50
Bulletin	18	
Sherman & Clay	7	70
Pac. States Tel Co.	15	55
Globe Dis. Co.	12	25
Mercantile T. & L. Co.	6	
P. Van Pelt	25	
Phillips Bros.	34	32
Hicks Judd Co.	89	24
T.P.McInnis	55	75
Library Bureau	155	
Univ. of Cal.	165	
	$ 3286	26

Oct 7/02.

The Library Committee recommend for purchase books amounting to $225.70.
The recommendation was adopted by the following vote.- ayes, Beaneton, Bull, Clark, Day, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Mr President (1)
Noes none. absent from the room Mr Hess (1)

Ladies Room Changed.

The Library Committee presented the following report, the recommendations of which were adopted by the same vote as above, ayes 11, noes 0, absent from the room 1.

San Francisco Oct 7, 1902.

Board of Trustees Mechanics' Institute,

Gentlemen:- Your Library Committee recommends:-
That the present Ladies room on the 2nd floor be closed.
That a new Ladies room be arranged on the first floor in the rear of the delivery room, size about 18x18, and that it be partitioned off from the delivery room. The cost of the change is estimated as follows:-

Partition	$ 40
Portieres for doorway	20
Carpet	80
Furniture	100
Gas Fixtures	20
Painting & cleaning	40
	$ 300

These figures are necessarily subject to considerable change, as the price of furniture and carpets can be greatly varied and the amount of cleaning can only be determined after the book cases now in the space are removed.
If these recommendations are adopted the book cases now in the space will be moved into the delivery room.

Respectfully
Geo Beaneton
Geo Wallis
J G Spaulding
} Library Committee

Concert Com.

The Joint Committee on Concerts presented the following report which was received and its recommendation adopted.

San Francisco Oct 7th 1902.

Board of Trustees Mechanics' Institute.

Gentlemen:- Your Joint Committee on Management Music and Finance which was authorized to hold a concert in the Pavilion reports as follows.-

An agreement with W J Stewart for conducting the concert was drawn up and authorized by your Board, July 15th last and the date of the concert was subsequently fixed for Monday Sept 29th on which date it was held.

A preliminary circular announcing the concert was sent to the members, being delivered by Ubell's Bureau, the last notices getting out Thursday Sept 18th. These circulars contained a card for members to sign and present at the library and receive the two tickets to which they were entitled.

Up to 6 P.M. of Thursday Sept 25 about 900 members called and at that time the balance of the uncalled for tickets were mailed, two to each member whose dues were paid to March 1. 1902.

Oct 7/02.

There were 8000 complimentary tickets distributed to members, the chorus, the press &c. 44 tickets were sold at the Library and in the music stores and 150 tickets were sold at the door at 50¢ each.
The program brought in $37.50 in ads.
The count of tickets in the ticket boxes showed the admissions to be:- Complimentary and members - 3261
Paid 189
Total $3350
besides the chorus and band.

Your Board authorized the construction of a sounding board and stand to cost $215 but on account of the contractor being disabled a week before the concert, a change was necessary and a different style sounding board was built the bill for this sounding board and stand being $105.75.
The sounding board built was entirely satisfactory and it can remain as a permanent fixture of the Pavilion or be taken down and put up again as needed.

A privilege was let to N M. Benjamin for an ice cream and soda water stand, he to pay 15% of the gross receipts up to $50, 20% to $75, and 25% for receipts over $75; on account of the short intermission in the program his receipts were but $6 and no percentage was collected from him.

Your Committee was authorized to spend $1000 not including the cost of the stand and sounding board.

The financial statement of the concert is as follows.

Expenses.

W J Stewart	Contract for band and chorus		$400
Cost of 1st Notice & Members	Envelopes	$11	
	Circulars	17	
	Receipt Card	10.50	
	delivering notices	37.20	75.70
Mailing tickets to members	Postage		50.
Printing Tickets			20.70
Advertising	Newspaper ads	43.40	
	24 cards	7.	
	Car Banners	16.50	
	Banners in cars	50.	
	Sign on Pavilion	15.	132.90
Printing Programs			27.50
Rent of Piano 700 @ 40			28.
Light			5.
Cost of stand & sounding board			105.75
Awning " "			8.13
Decorating stand			5.
Piano for rehearsal			10.
" " Concert			7.
Doorkeepers hat room employees, labor moving chairs &c			59.
Petty Expenses			2.50
			$ 907.18

Receipts

Ticket sales	$ 97	
ads Programs	37.50	134.50
		$ 772.68
Value for cost of stand		105.75
Cost of Concert		$ 676.93

To this should be added a small amount of gas and electric light which is charged in the monthly bill. We believe that for another concert the cost can be reduced, as it will not be necessary to send two notices to members, more ads should be obtained for the program, reserved seats might be sold and with a longer intermission, the ice cream stand will take in more money.
We recommend that another concert be held and the date be fixed by your Board. Respectfully
James N Lyons, Robert Neal, Alphen Bull, Otto von Geldern, Ed Clark, Joint Com.

Oct 7/02.

Next Concert

Mr Lyons moved that the date of the next concert be fixed for Nov 12 th; the motion was adopted by the following vote:- ayes. Beaneton, Bull, Clark, Day, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Mc President (11) Noes. None The Joint Committee on Concert was instructed to report as to the details of the concert at the next meeting.

The Secretary presented report for September which was received and ordered spread on the minutes.

San Francisco Oct 7. 1902.

Board of Trustees Mechanics Institute,

Gentlemen:- Below is presented financial statement for Sept 1902.

1902 Sept 1 Cash on Hand $2478.49

Receipts

Library Dues	$2223.00		
Ent Fee	51.		
Books	34.05		
Mut Rav Bk	325.		
Sale of Globe	1.	$2634.05	
Pavilion Rent	$225		
Hayes St Rent	373.50		
Gas	4		
Lighting	4		
Electricity	05.		
License	10	$624.50	$3258.55
			$5734.04

Expenditures

Library	Books	$94.21	
	" Lick Fund	5.70	
	Periodicals	21.89	
	Expense	48.63	
	Furniture	14.57	
	Lighting	39.55	
	Rent Stats	101.20	
	Salaries	825.15	
	Water	34.40	$1185.30
Pavilion	Salary	70	
	Labor	8	
	Gas	36.30	
	Lumber	1.25	
	Water	10.65	
	" Hayes St	12.40	
	Telephone	5,	
	Repairs	14.50	
	License	21.	
	Removing Garbage	20	199.10

Oct 7/02.

Ent Acct	Salary	$150		
	Interest	165	$315	$1699.40
Oct 7/02	Cash on hand			$4034.64

Summary of Receipts and Expenditures.

		Receipts	Net Exp.	Net Rec.
Library	Rec'ts	$2634.05		
	Exp'ts	1185.30	$1448.75	
Pav	Rec'ts	624.50		
	Exp'ts	199.10	425.40	
Genl	Expen		315	
Increase in coin			1559.15	
		$1874.15	$1874.15	

Statement of Bills.

	Liby Gen	Liby Book	Pav	Gen	Total
Unpd on hand	$1080.05	$575.70	$179.40	$315	$2150.15
Contracted in Sept	1298.59	846.88	147.40	885.20	3178.07
	$2378.64	$1422.58	$346.80	$1200.20	$5348.22
Paid in Sept	1063.50	121.80	179.10	315.	1699.40
Unpd Oct 1	$1315.14	$1300.78	$147.70	$885.20	$3648.82

	Income	Bills Contracted
Library	$2634.05	$2145.47
Pavilion	624.50	147.40
Genl		885.20
	$3258.55	$3178.07
Excess of Income		80.48
		$3258.55

Respectfully

Jos McKenna Secty

The Librarian presented report for Sept. which was received and the following persons mentioned therein were on motion approved.

New Members

New Members.

Mrs. A. Franklin	R. Doerfling	Ross Morgan
Mrs Wm Van Fleet	J. Wm Kaufman	J. E. Gardner
Chas E. Jones	Hector Elliot	Mrs. W. H. Scott
W. S. Smith	J. A. Bruno	N. Jockinger
H. S. Jones	Jno J. Dykeman	Jack Thompson
Walter Degen	H. A. Reimann	C. C. Hayes
Miss Myers Winn	J. J. Mulvany	Brig a Benzon
Chas B. Waller M.D.	Miss M. H. Shaw	Miss D. A. Thomas
A. H. Behlow	Allen Small	Patrick Dooley
	Leon Liebes	

Letters Read.

From Post St Improvement Club giving notice of banquet Oct 10 th. Received and filed

From Cal. Out of Doors Art League thanking Board for use of meeting room. Received

Oct 7/02.

and filed.

Sievers wants No 33 Post ref to Com.

From Sievers and Boland making offer for store # 33 Post St. Referred to Building and Repairs Com. with instructions to report next meeting.
The Secretary was instructed to submit any other offers for the store to the same Committee.

Elevator Petition

A petition with 51 signatures, being the same petition presented at the last Fortnightly meeting and referred to the Board, was presented, the petition recited the inconvenience of reaching the upper floors of the Library Building and asked that an elevator be put in at the earliest practicable moment. Referred to Building and Repairs Committee.

Wallis - life mem of 35 years standg

Mr Wallis presented the following, which was referred to the Library Committee with instructions to report at the next meeting.
Resolved, As a courtesy to old members of the Mechanics' Institute that all members in good standing who have maintained their membership continuously for a term of thirty five years shall be entitled to a life membership upon recommendation of the Library Committee.

Boland Sounding Bd Chg to Pavn.

The Secretary asked instructions as to how to charge the cost of the stand and sounding board which had been built in the Pavilion for the concerts. On motion of Mr Day the cost was ordered charged to the Pavilion account.

Elec Lts 2nd floor

The Secretary called attention to the poor lights on the second floor of the Library Building and the necessity for electric lights. Referred to the Building and Repairs Committee with power to act.

Adv Program next concert.

On motion, it was ordered that the advertising in the program for the next concert be managed by the Institute for its own benefit. On motion of Mr Neal the Secretary was instructed to pay commissions to advertising solicitors on the approval of the Chairman of the Committee on Printing and Advertising.

The meeting then adjourned
John Flemming
Secretary

J G Spaulding
Recording Secretary.

Oct 21/02.

San Francisco October 21st 1902.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Tarpey. Present at roll call Trustees Beaston, Bull Irving Lyons Neal, Spaulding, von Geldern, Wallis, Mr President (9) absent at roll call Trustees Clark, Day, Heald, Mead Wagoner (5)

The Minutes of the previous meeting were read and approved.

Pav Lease to Yosemite Club

The Pavilion Committee presented a form of lease to the Yosemite Club for boxing contests at the Pavilion which was read. Mr Neal stated that the lease had been substantially agreed on but that it might be necessary to make some minor changes therein. The lease as read provided for the payment of $ 3 3 1/2 to Mahrent for one boxing contest per month for the year 1903.

Mr Spaulding withdrew.

On motion the President and Secretary were authorized to sign and execute the lease as approved by the Pavilion Committee.

Taxes Pd.

The Finance Committee reported cash in hand $ 2980.98
and recommended for payment bill for taxes amounting to $ 386.17.
The recommendation was adopted by the following vote:- ayes,- Beaston, Bull, Irving, Lyons, Neal, von Geldern, Wallis, Mr President (8) Noes none.

The Finance Committee presented the following report-

San Francisco Oct 21 1902.

Board of Trustees Mechanics Institute
Gentlemen:-
Your Finance Committee recommends as follows-

Muirhead raised to $300.

1. That the rent of Mrs L M Muirhead tenant of the property # 2-12 Hayes St. be raised from the present rent of $ 200 to $ 300 per month, commencing Jan 1st next.

Hayes Larkin to be leased.

2. That this Committee be empowered to call for bids for leasing the Hayes and Larkin Sts. frontages of the Pavilion Block for a term of years.

Old checks cancelled.

3. That the sum of $ 23 being the amount of 3 unpaid checks as follows,

30th Industrial Exposition 1897 $ 68- $ 8
31st " " 1899 4031 10
31st " " 1899 4032 5 $ 23 be credited back

on the Institute books. The two checks issued in 1899 were never delivered to the Payees as they could not be found, and as the other check has been out now for 5 years, there is little likelihood that it will ever turn up.

Respectfully
Aspheles Bull Finance Com.

All the recommendations of the report were approved.

Oct 21/02.

The Buildings and Repairs Committee was given further time on the matter of renting the store No 33 Post St.

The Library Committee presented the following report the recommendations of which were approved by the same vote as above, ayes 8, noes none.

San Francisco Oct 20th 1902.

Board of Trustees Mechanics' Institute

Gentlemen:— Your Library Committee reports as follows:-

New visitors' register

We have ordered a new visitors' register for the Library, the old one being filled up.

Walls res. re members 35 years

In regard to the resolution presented at the last meeting by Trustee Walls providing that members of 35 years standing be made life members, which was referred to this Committee, your Committee is unable to make any recommendation as Section 5 of Article VIII of the Constitution provides a different method for life membership and an amendment to the Constitution is the only way to provide for the object of the resolution.

We recommend:-

Hanlon & Eno raised.

1. That the salary of E. Hanlon, janitor be raised from $40 to $45 per month beginning Nov 1. 1902.

2. That Mrs. Eno the woman who cares for the toilets be paid $20 per month hereafter instead of $12 as at present and that she be required to give her time all day to her work and do such additional work as the Librarian may order her to perform.

Respectfully

Geo Beanston

J.G. Spaulding

Geo H Wallis, Library Committee.

The Joint Committee on Concerts presented the following report which was approved and its recommendations adopted by the same votes as preceding, ayes 8, noes none.

San Francisco Oct 21. 1902.

Next Concert

Board of Trustees Mechanics Institute,

Gentlemen — Your Joint Committee on Concerts recommends the following in connection with the concert which your Board has decided to give Nov 12th next.

Tickets 50¢

1. That each member whose dues are paid to Sept 1st 1902 receive two tickets.

2. That the price of admission be 50 cents.

2 tickets to member 50¢

3. That each member be allowed the privilege of purchasing two additional tickets for 50 cents.

4. That a notice be sent to members announcing the concert and enclosing receipt to be signed for tickets and stating

a. That members must call for tickets at Library except that

b. members wishing their tickets sent them can have same done by sending a stamped and directed envelope to the Institute.

c. That members are requested to do as much as possible to advertise

Oct 21/02.

Concert

these concerts and to help make them the means of increasing our membership.

5. That I. D. Stewart be employed to conduct the concert on the same terms as the last one, but that it be understood that he allow a reasonable time for the intermission.

Reserve seats

As there is some uncertainty yet as to whether there will be a large number of seats in the gallery for the November boxing contest, we recommend that the matter of selling reserved seats be held in abeyance for the present.

Respectfully

James N Lyons

Arthur Bull

Otto von Geldern

Robt W Neal

Joint Com

The meeting then adjourned

J. G. Spaulding

Recording Secretary

J. G. Spaulding
Recording Secretary

Nov 4/02.

San Francisco November 4th 1902.

The regular meeting of the Board of Trustees of the Mechanics' Institute was called to Order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Fawcett – Present at roll call – Trustees Beaneton, Bull, Clark, Dewing, Lyons, Neal, Spaulding, von Geldern, Wagoner, Mr President (10) Absent at roll call Trustees Day, Heald, Mead, Wallis (4).

The minutes of the previous meeting were read and approved,

Increased Rent

Mrs J H. Gilmore and Mr T. McCann were present on behalf of Mrs L M. Muirhead tenant on the Pavilion Block, in regard to the raising of her rent as passed at the last Board meeting. They wanted to know what kind of lease if any would be given to Mrs. Muirhead, after some discussion with the members of the Board they withdrew.

The Finance Committee recommended for payment the employes payroll for October amounting to $1136.40. The recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Clark, Dewing, Lyons, Neal, Spaulding, von Geldern, Wagoner, Mr President (10) Noes None.

The Finance Committee presented the following

Mutual Sav Bk Rent Raised

Resolutions Raising Rent of Mutual Savings Bank.

San Francisco Nov 4, 1902.

Board of Trustees Mechanics' Institute

Gentlemen:- Your Finance Committee respectfully recommends the adoption of the following resolutions,-

Whereas, The Mutual Savings Bank, our tenant at # 33 Post St. is paying us a rent of $325 per month, under month to month arrangement, and

Whereas, The Board of Trustees of the Mechanics' Institute was informed some time ago that the Mutual Savings Bank would retire from our said premises at 33 Post St, about the first of December next or according to later information about the first of January next; and

Whereas, The Board of Trustees has entertained offers of renting said premises upon the vacation of same by the Mutual Savings Bank, and

Whereas, bona-fide offers that we have received for such premises range from $400 to $550 per month, all the said parties making such offers being ready to take possession of the premises immediately, and

Whereas, the Board of Trustees has been informed either officially or semi-officially by representatives of the Mutual Savings Bank that the Bank may not be able to move from our said premises at 33 Post St. before some time in the month of June next, and

Whereas, The Board of Trustees appreciates the Mutual Savings Bank as a tenant and has no desire to hasten the vacation of our premises, but on the contrary, the Board is desirous of permitting the Bank to remain in its present location until such time as it may find it entirely convenient to move, yet the Board deems it but proper that the Mechanics' Institute should not lose the difference in the rent between the amount paid at the present time and the amount offered; therefore be it

Nov 4/02.

Resolved, that the Board of Trustees of the Mechanics' Institute hereby notifies the Mutual Savings Bank that in view of the conditions heretofore recited, its rent at the said premises 33 Post St be and is hereby fixed at the sum of $400 per month, beginning December 1st 1902 and

Resolved, that the Secretary of the Board of Trustees be and is hereby authorized and instructed to convey to the Mutual Savings Bank, a copy of these resolutions for the information of the Bank, together with a notification that the rent will be $400 as herein indicated

Respectfully
L R. Mead
Alphleus Bull
E O Heald
Finance Committee.

Mr. Neal moved that the resolutions be adopted and that the Secretary be instructed to notify the Bank of their adoption. The motion was carried.

Mutual Rent Raised to $450

Mr. Clark moved that the rent of the premises no 33 Post St now occupied by the Mutual Savings Bank be fixed at $450 per month from and after January 1, 1903 and that the Secretary be instructed to notify the Bank to that effect. The motion was carried.

Inquiry of Bank

The Buildings and Repairs Committee reported, stating that in the matter of leasing the store No 33 Post St. nothing could be done until somebody was obtained from the present tenant, as to when it expected to vacate and recommending that inquiry be made of the tenants in regard to the matter. On motion the Secretary was instructed to make inquiry and obtain an answer.

Jennings raised

New Shelving

The Library Committee made report stating that work on the new ladies room would be finished in about a week and recommending

1. That the salary of Wm Jennings, messenger, be raised from $15 to $20 per month, beginning Nov 1. 1902, and

2. That much needed shelving in the basement for periodicals be put in at a cost of about $30.

The recommendations were adopted by the same vote as above, ayes, 10. Noes None.

Yosemite Lease

The Pavilion Committee made report that lease with Yosemite Club for boxing contests for 1903 as authorized at the last meeting had been signed and the first payment made thereon. Received and filed.

Concerts

The Committee on Concerts reported that matters were in proper shape for holding the next concert, that reserved seats were being sold and that the programme was being printed without any advertising thereon. Adopted.

Nov 4/02.

Secty. The Secretary presented report for October which was received and ordered spread on the minutes.

Secretary's Report

San Francisco Nov 4, 1902.

Board of Trustees Mechanics Institute

Gentlemen:- Below is presented financial statement for Oct 1902.

Oct 1. 1902 Cash on Hand $ 4034.64

Receipts

Library	Dues	$ 1222.50		
	Ent Fees	61		
	Books	36.95		
	Int Pay Bk	325.		
	Cancelled Bk.	18	$ 1663.45	
Pavilion	Rent	$ 1175		
	Hayes St Rent	399.50		
	Gas	17.50		
	Lighting	6.		
	Electricity	14		
	Licenses	10	1622.00	
General	Receipts from Concert		134.50	$ 3419.95
				7454.59

Expenditures.

Library	Books	$ 262.67		
	Sick Fund	4.72		
	Binding	123.56		
	Periodicals	60.10		
	Music	7.70		
	Expense	127.45		
	Furniture	192.00		
	Lighting	73.90		
	Print Bks	130.63		
	Salaries	887.50		
	Water	17.35		
	Taxes	773.55	$ 2661.13	
Pavilion	Salary	70.		
	Labor	45		
	Gas	22.20		
	Mantels	2.25		
	Electricity	5.		
	Water	14.		
	" Hayes St	17.88		
	Repairs	7.25		
	Binding Board	105.75		
	Taxes	1612.62	1901.87	
General	Salary	150.		
	Concert	801.43		
	Interest	165.	1116.43	$ 5679.43
Nov 1/02	Cash on Hand			$ 1775.16

Nov 4/02.

Secty (cont'd) Summary of Receipts and Expenditures.

			Net Rects	Net Expen.
Liby	Rects	$ 1663.45		
	Expen	2661.13		997.68
Pavilion	Rects	1622		
	Expen	1901.87		279.87
Genl	Rects	134.50		
	Expen	1116.43		981.93
Decrease in cash			$ 2259.48	
			$ 2259.48	$ 2259.48

Statement of Bills

	Liby Bills Rec'd	Liby Bills Pd	Pav	Genl	Total
Oct 1. 1902 unpd	$ 1315.14	$ 1300.78	$ 147.76	$ 885.20	$ 3648.82
Contracted in Oct	1972.23	1665.9	2185.57	550.98	4875.37
	$ 3287.37	$ 1467.37	$ 2333.27	$ 1436.18	$ 8524.19
Pd in Oct	2202.38	458.75	1901.87	1116.43	5679.43
Unpd Nov 1.	$ 1084.99	$ 1008.62	$ 431.40	$ 319.75	$ 2844.76

	Income	Bills Contracted
Library	$ 1663.45	$ 2138.82
Pavilion	1622	2185.57
General	134.50	550.98
	$ 3419.95	4875.37
Deficiency in Income	1455.42	
	$ 4875.37	

Respectfully

Jno M Cummings Secty

New Members 4

The Librarian presented report for October which was received and the following persons mentioned therein as having gained the unanimous vote of the Trustees were on motion approved.

New Members

Oscar Samuels	S.F. Macham mds	Herman Davis	Jos E. Crawford
Mrs L.R. Fredericks	Mrs E. Cordes	Miss Belle Butchey	Mrs Geo Fraser
Wm L Cobb	A.N. Camp	Henry Arden	Mrs H.H. Moore
M.E. Campion	Hermann Jadig	Geo M Kellan	Frank Bond
A.C. Smith	Pa. Sincheimer	Camille Tolerc	Wm Sexton
Robt Thiels	Jas E. Smead	Mrs Giles Avon	A.G. Beede
E.M. Hoagland	Percy Barber	Wm A Gallagher	Jno Were
L.A. Grosse	Mrs W.H. Layson	Horace Mann	J.R. Kittredge
Eva Archibald	Miss N. Faucher	Fred Hewett	J.W. Howells
T.J. Gilman	B. Hoizbrun	J.S. Burckle	Jno S. Mappa
A.E. Bennett	J.E. Marston	E.A. Morton	Miss Annie Tavener
B.A. Keeney	J.M. Shawhan	H.B. Noack	Mrs Wm Fries
Jas. Dodge	Mrs A.M. Whittle	H. Wakefield	A.B. Jones
Dr E.J. Glaser	Mrs J.F. Lekemp	Miss Annie McKinnon	P.E. Oakley
Robt B. Reed	W.C. Treat	Jno S. Hume	H. Best Jr

Jacob Schlosser

Nov 4/02.

Mrs Neal withdrew.

Murchead

The Board then discussed the matter of Mrs Murcheads rent. and then Adjourned.

Jos McCunning
Secretary

J. G. Spaulding
Recording Secretary,

2

Nov 18/02.

San Francisco November 18th 1902.

Regular Meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Taussig – Present at roll call Trustees Beaneton, Bull, Clark, Irving, Lyons, Mead, Neal, Spaulding von Geldern, Wagoner, Mr President (11) Absent at roll call Trustes Day, Heald, Walls (3)

The minutes of the previous meeting were read and approved.

Messrs Heald and Day entered. Mr Clark withdrew temporarily.

Murchead's Proposition

The Secretary read letter from Mrs L.M. Murchead, tenant on the Pavilion property in regard to new rent which was raised at the last Board meeting. Mrs Murchead asked for amended conditions so that she should have either

1. a 5 year lease at $3000 per annum.
2. a 10 year lease at $3600 per annum.
3. If neither 1 nor 2 were accepted she to be allowed to remain at the present rental of $2400 per annum and to be subject to a six months notice to vacate.

Mr. McCann who was present for Mrs Murchead. After Mr McCann withdrew the matter was laid over to new business.

The Finance Committee recommended for payment bills amounting to $1485.97 (103)
The recommendation was adopted by the following vote:– ayes, Beaneton, Bull, Day, Heald, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner Mr President (12) Noes None. See bills below

The Library Committee recommended for purchase books amounting to $282.50
The recommendation was adopted by the same vote as above Ayes 12 Noes 0.

Bills Ordered Paid

Pac. States Tel. Co.	24	50
Spring Valley Water Wks.	21	45
S.F. Gas & Elec. Co.	19	
Chs. Scribners Sons.	79	50
Lemcke & Buechner	59	50
Payot, Upham & Co.	230	62
Publishers' Weekly	6	35
Blanchard & Co.	5	
Peabody Institute Library	4	88
F. M. Husted	3	
A. M. Robertson	19	03
Equitable Gas Light Co.	20	25
Joost Bros.	17.60	80
Buchanan Bros.	12	
Lond. Lancashire Ins. Co.	233	10
H. Eisner	7	
Central Lumber Mill Co.	20	80
S.F.News Co.	4	50
Examiner	11	70
Bishop's A B C Guide	2	50
F. P. MacInnis	34	75
Russell Henton	60	
Willson Bros.	18	
LLeCount Bros.	9	50
H. J. Stewart	400	
University of Cal.	165	
	1485	97

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Amendments to Rules

The Library Committee presented the following

Amendments To The Rules, which under the Rules were laid over till the next regular meeting

San Francisco, Nov 18/02.

To the Board of Trustees Mechanics Institute

Gentlemen:- Your Library Committee respectfully recommends that the "Rules for the Library" Sections 1 to 18 inclusive, the "Rules for the Reading Rooms" Sections 1 to 5 inclusive, and the "Rules for the Chess Room" Sections 1 to 4 inclusive, found on pages 31, 32, 33, 35 and 37 of the pamphlet entitled "Constitution, By Laws and Rules of the Mechanics Institute of the City of San Francisco, be rescinded; and that in place thereof, the following "Rules for the Library, Sections 1 to 21 inclusive be adopted

Rules for the Library

Section 1. Hours - The Library shall be open on week days - public holidays excepted, from 9 a.m. until 10 P.M. On Sundays and public holidays it shall be open, for reading only, from 11 a.m. until 5 P.M.

Sec. 2. The newspaper and chess rooms shall be open daily from 8 a.m. until 10 P.m.

Sec. 3. Librarian The Librarian shall be responsible for the care and preservation of all the books, magazines, maps, charts and works of art belonging to the Institute. He shall also be responsible for the order in the library rooms, the courtesy and efficiency of the library service, the accuracy of the library records, and the classifying, cataloguing and shelving of the books.

Sec 4. He shall keep a suitable record of all accessions to the Library, and shall promptly and courteously acknowledge all gifts made to the Library

Sec 5. He shall keep a suitable record of the members of the Institute and of all fees dues and fines incurred by them. He shall collect such fees, dues and fines and pay the same to the Secretary as provided in Section 2 of Article IV of the By-Laws.

Sec 6. He shall submit to the Board of Trustees a monthly report of the operations of the Library, including a statement of the moneys received by him, the names of such persons as may have signified their desire to become members of the Institute, and the names of such persons as may have withdrawn from membership.

Sec 7. He shall submit to the Board of Trustees at its first meetings in March, June, September and December, a report of the operations of the Library for the preceding three months and at its first meeting in March he shall submit a report of the operations of the Library for the preceding year.

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Rules for Library (Continued)

Sec 8. He shall recommend to the Board for appointment such assistants, and other employees as he may deem necessary for the efficient management and care of the Library

Sec 9. He shall recommend from time to time the adoption of such measures as he may deem necessary for the efficiency and usefulness of the Institute.

Sec 10. Distribution of Books. A member, personally, or by written order, may take out two volumes, which may be kept two weeks. By giving notice at the expiration of that time, the member may keep the volumes two weeks more, except in the case of new books, which, until they shall have been in the Library two months, shall be kept but one week, and shall not be renewed. Additional books, not exceeding three, and subject to the usual conditions, may be taken out by a member on payment of five cents per volume.

Sec. 11. Members shall not be permitted to receive books from the Library until they shall have paid all sums due from them to the Institute, and made good all damage and losses that they may have occasioned.

Sec 12. Any member who shall keep a book longer than two weeks shall pay a fine of two cents each day that the book is so kept overtime, up to the value of the volume or set.

Sec 13. If any member lose or injure a book, he shall make the same good to the Librarian, and if the book lost or injured be one of a set, he shall pay to the Librarian, for the use of the Institute, the full value of the set.

Sec 14. Members visiting the Library or applying for books, must present their Library tickets for inspection, if requested to do so by the Librarian or any of his assistants.

Sec 15. No book shall be retained or laid aside by any employee of the Library for any member. Books may be reserved, however, for members as they request; but a book shall be reserved only one day after notice has been sent to the member.

Sec 16. Books of reference and such other books as may from time to time be specially designated by the Board, shall not be taken from the Library, except by special permission of the Board of Trustees, provided however, that newspapers, encyclopaedias, dictionaries and atlases shall in no case be taken from the Library Rooms.

Sec 17. Regulations for Rooms. A member may introduce a friend, (not a resident of the city) who may register at the Librarians desk, and

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receive a visitor's card, which shall entitle the holder to the privileges of the Library for the period of one month.

—

Dec 18. No member shall be allowed to remove papers from the files, nor books, plates or periodicals from the Library Rooms.

—

Dec 19. No boisterous conversation or unseemly conduct shall be permitted in the Chess Room.

—

Dec 20. The Chess Room shall be used exclusively for the playing of chess and checkers.

—

Dec 21. Change of Rules. These rules shall not be altered, amended, or suspended, except by a vote of eight members of the Board of Trustees at a regular meeting, after notice given for that purpose at a previous regular meeting.

Signed
Geo Beaneler
J Espaulding
Library Committee.

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The Committee on Building and Repairs presented the following report which was laid over to New Business

San Francisco Nov 18, 1902.

Board of Trustees of the Mechanics Institute

Gentlemen:- Your Committee on Buildings and Repairs reports as follows in regard to the matter of renting the store No 33 Post St.

At the last meeting of the Board the Secretary was instructed to obtain an answer from the Mutual Savings Bank as to when they expected to vacate. The Bank has replied that it will probably vacate by March 1st next and certainly by April 1st.

We have a proposition from a first class restaurant which wants to lease the present space occupied by the Bank and an addition of that space to the rear of the building, and the basement underneath, for which they have offered $500 per month.

The other proposition for the Bank's premises alone from Sievers & Boland is for $450 per month.

After careful consideration, your Committee submits the following as a working plan which may be varied in some of its details and which we think will afford a solution of the problem of necessary space, more room and a much needed elevator. The idea is to lease the space on the lower floor, before mentioned including the basement, to the restaurant provided they agree to pay sufficient rent therefore. Then on the other half of the first floor run a partition across at a point commencing where the door back of the stairs on the first floor opens into the Library, and rent the space fronting on the street thus partitioned off, being about 28×40 ft. The space back of this partition can be used as a delivery room for books. An elevator can be placed in

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this room running to the top floor. It is probable that this would not leave enough space and would necessitate putting another story on the building. Messrs. Sievers and Boland have been seen about taking this new store and they seem pleased with the idea, and state that they would like to take the store, and as soon as we could get them the room in the basement underneath the store, they would want that also. We would then be in possession of an income from this new store which we think would be much more than sufficient to pay interest on the cost of putting a new story on the Building.

We believe that provided suitable terms in regard to rent can be made with the restaurant and provided they can give a proper and efficient guarantee that there will be no odor to disturb the patrons of the Library, that the portion of the Building decided by the restaurant be leased.

We recommend also that immediate investigation be made as to the feasibility and cost of putting an additional story on the Building and putting in an elevator.

Respectfully
Luckey Wagoner
James H Lyons
Geo F. Day
Building and
Repairs Committee

—

Buckley raised $45

The Pavilion Committee presented a recommendation to raise the salary of M. J. Buckley Pavilion Janitor from $70 to $80 per month beginning Dec 1. 1902. The recommendation was adopted by the same vote as preceding ayes 12 noes none.

—

Signs Members only. $75

The Membership Committee presented a report recommending that signs be displayed in prominent places in the Library to prevent non-members from using it and that 6 of such signs be framed at a cost not to exceed $5. The recommendation was adopted by the same vote as preceding. Ayes 12 noes none.

—

Stewarts offer $450

The Joint Committee on Concerts reported that a letter had been received from H. J. Stewart making proposition for continuing concerts. Referred to the Committee to report next meeting.

—

The Librarian presented the names of the following persons as having joined the Institute all of whom were on motion approved.

New Members 4

New Members

Edwin Warner	A. M Cackell	H Nordheim	L J Abraham	Wm Tividwood
A A Huntington	J Fitzsimons	W M Pfeffer	Sidney Hamilton	C H Robinson
Mrs Habmiath	Jno Jennison	H F Marone	Jno F Finn	A E Snyden
Ed Benton	J J Geary	C M Hobbs	J E Gates	
H F Monson	K A Mellicon	M C Lord	Miss M M Doyle	

Nov 18/02.

Letters Read

From the Pacific Philatelic Society thanking the Board for donation of medal to their recent exhibition. Received and filed.

Inst Chess Medals

From the Institute Chess and Checker Club, notifying the Board, that H K Ellshad won the Institute Chess Medal and H M Angell the Checker Medal in the 1902 Tournament. On motion, the Finance Committee was instructed to obtain the medals by the same vote as preceding.- ayes, 13.- noes none

Lasker

From the Institute Chess and Checker Club, asking the Institute to contribute towards the expense of bringing Dr Lasker, the World's Chess Champion to this city to play a series of games. Referred to Membership Committee.

From the Post & Improvement Club asking for a continuation of subscription to the Club. Referred to Mr Wagoner.

Lectures

Lecture Committee Mr Von Geldern asked instructions for lectures for the coming season, and on motion the Committee was instructed to proceed with the lectures under the same arrangements as in the past few years, by the same vote as preceding - ayes 13, noes none.

New Business.

Muirhead

After some discussion of Mrs Muirheads proposition made earlier in the evening Mr Bull moved that the motion passed at the meeting of October 21st last, leasing Mrs Muirheads rent to $300 per month be rescinded and that the rent be fixed at $250 per month beginning Jan 1. 1903, with the understanding that Mrs Muirhead be given a 3 months notice when the Institute wished her to vacate the motion was carried by the same vote as preceding ayes 13 noes none.

Mr Clark returned to the meeting

Restaurant in Bldg

The report of the Buildings and Repairs Committee presented earlier in the evening was then taken up and Mr Clark moved that any proposition for rent of store in the Library Building for a restaurant be declined. The motion was carried by the following vote:- Beaneton, Bull, Clark, Day, Heald, Ewing, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Mr President 13 noes none.

Elevator

Mr Wagoner moved that it be the sense of the meeting that we need an elevator in the Library Building. The motion was carried by the same vote as preceding, ayes 13 noes 0.

Library stores on Basement floor

Mr Mead moved that the matter of leasing both stores as suggested in the report of the Buildings and Repairs Committee be referred to the Committee on Buildings and Repairs and Library & report at the next meeting. The motion was carried and later a motion by Mr Lyons to add the Finance Committee was carried. On motion of Mr Heald the joint committee was authorized to consult an architect on the matter.

The Meeting then adjourned

Jos M Cummings Secty

J G Spaulding
Recording Secretary

Dec 2/02

San Francisco December 2nd 1902.

The regular meeting of the Board of Trustees of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Lawsing. Present at roll call, Trustees Beaneton, Bull, Day, Heald, Lyons, Mead, Spaulding, von Geldern, Wagoner, Wallis, Mr President (11) absent at roll call, Trustees, Clark, Ewing, Neal, (3)

The minutes of the previous meeting were read and approved.

Mr Neal Entered.

Muirhead

Mrs L M Muirhead, tenant on the Pavilion Block was present and addressed the Board in regard to raise of her rent as recently ordered by the Board. Mrs. Muirhead stated that she could not pay rent of $300 as ordered but she would pay $225. Mrs. Muirhead then withdrew.

The Finance Committee presented for payment bills amounting to $2655.86. The bills were ordered paid by the following vote:- ayes Beaneton, Bull, Day, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr President (12) noes none.

Bills Ordered Paid

PAY ROLL:

F. J. Teggart	200		
R. D. Colquhoun	82.50		
W. H. Woolcock	82.50		
G. H. Mayers	82.50		
H. C. Atherton	25.		
J.L.Shepard	75.		
E.F.Lindsay	55.		
F.M.Lawson	52.50		
Wm.McNaught	40.		
Helen Convery	35.		
W.Jennings	20.		
Florence Whittier	75.		
J.D.Thomas	50.		
E.Hanlon	45.		
Mrs.Inez	20.		
Jos. M. Cumming	150.		
M. G. Buckley	90.	$1160	
		184	80
Jos. M. Cumming		173	65
F.J.Teggart		18	65
Spring Valley W. Works		53	55
S.F. Gas & Elec. Co.		63	35
The Bulletin.		7	
The Call.		10	50
S.F.Dramatic Review.		2	
Examiner		10	50
Owens, Varney & Green		6	
S.F. Theatrical Guide		6	
Evening Post		5	
S.F. Chronicle		7	
Indianapolis Furniture Co.		12	
Serveau Bros.		5	
Sherman, Clay & Co.		7	
Byron Mauzy		3	
W. M. Weil		35	65
W. N. Brunt		7	50
		1599	55
		1603	50

	1603	50
	1599	55
Jas. H. Barry	14	
C. A. Murdock & Co.	1	75
Day & McClinton	23	
Chas. Scribner's Sons	5	40
" " "	56	66
R. R. Rogers	3	25
A. J. Bledsoe	2	75
Croscup & Sterling Co.	17	50
L. H. Gary	123	33
Lemcke & Buechner	156	49
B.F.Stevens & Brown	163	04
Alex Yost Co.	9	55
Harry Unna Co.	3	35
W. P. Fuller & Co.	1	75
Pac. States Tel. & T. Co.	15	25
Jos. Eger	4	05
Globe Pos. Co.	8	75
Jos. Torres	33	75
Parot, Upham Co.	2	55
Patrick & Co.	10	
[illegible] Partridge	8	10
[illegible] Moffitt & Towne	1	60
Bent Meyerdorf	4	
Armstrong & DeGuerre	14	45
Brown & Power	16	13
Equitable Gas Light Co.	28	30
Central Lumber & Mill Co.	8	95
Welsbach Co.	30	
Joost Bros.	8	
John Quadt		50
J. P. Brownlee	13	45
Abend Post	3	90
The Call	11	70
Pac. Gas Imp. Co.	24	75
Univ. & Pac. Gas Gov. Co.	9	
Century Elec. Co.	58	66
Univ. of California	168	
	1650	91
	2655	86

Correct.

The Library Committee recommended for purchase books amounting to $291.70, the recommendation was adopted by the same vote as preceding, ayes 12 Noes None.

Dec 2/02

Lecture Committee — Mr von Geldern stated that the Lectures would begin Dec 12 next.

$75 to Lasker Fund

The Membership Committee presented a report recommending that $75 be contributed toward the expense of bringing to this city Dr Emanuel Lasker, the world's chess champion, a request for a contribution from the Institute Chess Club having been referred to the Committee. The recommendation was adopted by the same vote as preceding. Ayes 12, Noes None.

Post St Improvement Club

Mr Wagoner reported in the matter of the request of the Post St Improvement Club for continuance of the Institutes subscription and recommended that the subscription for December be paid and that it be continued for the first six months of next year provided enough subscriptions were secured to carry out the plan for lighting and advertising the street. The recommendations were adopted by the same vote as preceding. Ayes 12 Noes None

Concert Report

The Joint Committee on Concerts presented the following report which was received and ordered spread on the minutes

San Francisco December 2nd 1902.

Board of Trustees Mechanic's Institute

Gentlemen:— Your Committee on Concerts reports as follows.

The second promenade concert was held Wednesday Nov 12, last.

A notice was sent to the members one week before the concert, notifying them to call at the Library for their two tickets, or to sign receipt and mail it to the office and the tickets would be mailed them.

1129 members called
95 sent for their tickets by mail
1224 Total members receiving tickets.

A special privilege was given members of obtaining two tickets at 25¢ each.

214 of these tickets were sold and 27 were sold to the chorus.

384 reserved seats were sold at 25 cents each.

The statement of tickets sold is as follows.

	25¢ tickets		50¢ Tickets		Reserved seats @ 50¢		Total amt
	Tickets	amt	Tickets	amt			
At Library	214	$53.50	12	$6	218	$54.50	$114
at Choral Soc.	27	6.75					6.75
at Pavilion			84	42	166	41.50	83.50
	241	$60.25	96	$48	384	$96	$204.25

Admissions

Issued to members	2448	
Issued to Chorus, Press & Complimentary &	900	
Sold at 25¢	241	
Sold at 50¢	96	3685
Total Attendance was		
Free admission	2720	
25¢ "	212	
50¢ "	96	3028

The expenses of the concert were as follows -

Dec 2/02

Concert Costs	H J Steward		$400
	Notifying Members		
	Printing Notices	$7.50	
	" Post Cards	7.50	
	Delivering	35.65	50.65
	Printing Tickets		15.50
	Advertising		
	Daily Papers	40	
	Weekly "	8	
	Sign on Bldg	6	
	Quarter Cards	6.50	60.50
	Printing Programs		16.50
	Mailing Programs Stamps & Labor		26
	Rent of Piano		18.
	Electric Light		5.
	Rent of 300 chairs		12.
	Rent of Palms		5
	Labor		18.75
	Sundries		2.75
			$625.65
	Less Rects		204.25
	Net Cost		$421.40

No ads could be procured for the programs about 2000 copies of the program were mailed out as an advertisement. The ice cream privilege let to Wm Benjamin did not pay anything.

Respectfully
L R Mead
Jas N Lyons
Alphens Bull
Robt H Neal
E B Neall
Otto von Geldern
Concert Committee

The Secretary presented report for November which was received and ordered spread on the minutes.

San Francisco Dec. 2. 1902.

Board of Trustees Mechanics' Institute

Gentlemen:— Below is presented financial statement for Nov 1902

Nov 1. 1902	Cash on Hand		$1775.16
	Receipts.		
Library	Dues	$852	
	Ent Fee	42.	
	Books	27.50	
	Miscellaneous	325.	$1256.50

Dec 2

Secty (Cont'd) Pavilion Rent $1984.60
Hayes St Rent 440.50
Gas 31.25
Light mn 10.
Electricity 10.
Labor 9.50 $2485.85
General Rectification account 204.25 $3946.60

Expenditures

Library Books 364.18
Books Lick Ests 14.54
Periodicals 47.86
Expense 39.50
Furniture 34.95
Repairs 60.
Salaries 916.40 $1477.23
Pavilion Salary $70
Gas 20.25
N dow lumber 38.60
Electricity 19.
Water 12.80
" Hayes St 8.65
Repairs " 7.
Insurance 233.10
Telephone 9.50
Brushes 12. $430.90
General Salary 150
Concert 400
Interest 165 715 $2623.13

Summary of Receipts and Expenditures

		Receipts	Net Receipts	Expenditures	Net Expenditures
Library	Receipts	1256.50			220.73
	Expen.	1477.23			
Pavilion	Receipts	2485.85	$205495		
	Expen.	743090			
General	Receipts	20425			510.75
	Expen.	715			1323.47
Increase in Cash					
			$2054.95		$2054.95

Statement of Bills

	Liby Gen	Liby Books	Pavilion	General	Total
Nov 1. 1902 Unpaid	$1084.99	$10.08.62	$431.40	$319.75	$2844.76
Contracted in Nov	1199.30	185.16	242.85	912.90	2540.15
	$228429	1193.72	674.25	123265	538491
Paid in Nov	1050.65	426.58	430.90	715	2623.13
Unpaid Dec 1	$1233.64	$767.14	$243.35	$517.65	2761.78

Income

	Bills Contracted
Library $1256.50	$1384.40
Pavilion 2485.85	242.85
General 204.25	912.90
$3946.60	2546.15
	1406.45
	$3946.60

Excess of Income

Respectfully John W Cummings Secty

Dec 2-02

The Secretary presented report for previous quarter which was read and ordered presented to the coming Quarterly meeting

The Librarian presented report for November which was received and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members

New Members

Mrs L Levin	Mrs Dr Slaptes	S H Butchard
E E Stark	Miss N Tripp	G Wallgander
W C Coulson	O Schell	S A Nickels
Jno T Berry	Mrs W A Holcomb	A Galbin
L E Wyneken	V N Baughman	Edw L Jones
W N Driver	D Notard	Mrs W M Dewal
	N Kullman	

The Librarian presented report for the previous quarter which was read and ordered presented to the coming Quarterly meeting.

Letters Read

Bill Boards annex — From Chas Leonhardt Jr. tenant Pavilion annex asking to be allowed to put back bill boards on the annex. Referred to Pavilion Committee

Dup Check issued — From Sacramento Home Directory Co. in regard to check for $4 mailed them last May in payment of bill and which had been lost in the mail. On motion a new check was ordered drawn and sent them.

From California Art of 1906 Art League indorsing the matter of putting an elevator in the Library Building

Unfinished Business

Rules laid over — On Mr Beaneton's motion, consideration of the amendments to the rules, proposed at the last meeting was laid over until the next meeting.

New Business

Mrs Muirhead — Mrs Muirheads Rent, Mr. Day moved that Mrs. Muirheads proposition to pay $225 per month be accepted. The motion was lost by the following vote:- ayes, Day, Heald, von Geldern, Wagoner, Wallis (5) Noes Beaneton, Bull, Lyons, Mead, Neal, Spaulding, Mr President (7)
On motion it was ordered that Mrs. Muirhead be given a lease for one year from January 1st 1903; the lease to be approved by the Finance Committee and to provide that in the event of the Institute selling the property or leasing such portion of it as would make it necessary for Mrs. Muirhead to vacate, that her lease be cancelled. The motion was carried by the following vote: ayes, Beaneton, Bull Day, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr President (12) Noes None.

Dec 2-02.

No Restaurant

the matter of renting stores in the Library Building and changing the Building was then discussed.

Mr Lyons moved that the motion passed at the last meeting to decline any proposition for renting to a restaurant be rescinded. The motion was lost. During the discussion President Fanning spoke and during his speech Vice President Wallis took the Chair.

Mr Bull withdrew.

On motion of Mr Keals, the meeting adjourned to meet Thursday evening December 9th next.

Jos M Fanning Secty

J G Spaulding
Recording Secretary

Quarterly

Dec 6-02

San Francisco December 6th 1902.

Quarterly The Quarterly Meeting of the members of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President R. J. Fanning, 53 members present.

The minutes of the quarterly meeting of September 6th and of the adjourned quarterly meeting of September 17th last were read and approved.

The Secretary's report for the previous quarter was read and ordered spread on the minutes (See pp. 604-5.

The Librarians report for the previous quarter was read and ordered spread on the minutes. (see p. 606.)

The President made a brief report.

Unfinished Business.

Amendments Amendments to Constitution proposed at last Quarterly meeting.

Mr. J.C. Saulman moved the adoption of the amendment proposed by E.A. T. Gallagher to Sections 1 and 3 of Article XII.

Lost The Chair appointed as tellers Messrs J.C. Saulman and Alpheus Bull. On the tellers report of 11 ayes and 25 noes the chair declared the motion lost.

Mr Jas. Beanston moved the adoption of the amendment proposed by him to Section 1 of Article VIII. The Chair appointed the same tellers and on their report of 36 ayes and 4 noes the Chair declared the Amendment adopted.

adopted

The amendment proposed by Mr. Alpheus Bull to Section 7 of Article XI was withdrawn by Mr Bull with the consent of the meeting.

withdrawn

Mr. Alpheus Bull moved the adoption of the amendment proposed by him to Section 4 of Article IX. On the tellers report of 25 ayes and 15 noes, the same tellers having been appointed, the Chair declared the motion Lost.

Lost

New Business.

The Chair declared the next order of business to be nominations for Trustees to be voted for at the next annual election.

(See next page for nominees).

Dec 6-02

Nominations

Quarterly.

Nominations for Trustees

Mr James N Lyons nominated — Alpheus Bull
Robt W Neal and
Geo F. Daly
C H Conlick
Les Copley
W M Fibery
J M Curtis
Percy L Ford
N C Keins
C S Laumeister
Byron Mauzy and
J C Sala

Mr W C Hamlet nominated — Jas G Spaulding
Mr Otto von Geldern nominated — Lucien Wagoner
Mr Geo F Daly nominated — Geo S Clark
Mr Henry Meyer nominated — Henry Root
Mr Alpheus Bull nominated — Otto von Geldern.
Mr Lyon nominated — Robt S. Moore

On motion the nominations were closed.

No Quorum

Mr P.J. Healy read a resolution to be presented for adoption. At the conclusion of Mr Healy's reading, the point of no quorum was raised and there being found by count to be 35 members present, the Chair announced no quorum and the meeting adjourned.

Reports Presented see p. 603.

Secretary's Report.

San Francisco Dec 2/02

Board of Trustees Mechanics Institute.

Gentlemen:- Below is presented report for quarter ending Nov 30. 1902.

Sept 1. 1902	Cash on Hand		*2495.49
	Receipts		
Library	Dues	4307.50	
	Ent Fee	154.	
	Books	98.50	
	Mut Lad Ass	945.	
	Cancelled Checks	18	
	Sale of Globes	1	*5554.01
Pavilion	Rent	3384.60	
	" Hayes st	1213.50	
	Gas	55.75	
	Electricity	27	
	Lighting	20.	
	Labor	9.50	
	Licenses	20	4782.35
General	Receipts from Concert	338.75	
			*10.626.10
			x 13.100.59

Quarterly.

Dec 6-02

605

Secretary's Report (cont.) Expenditures.

Library	Books	*721.06		
	" Lick Fund	24.96		
	Binding	123.56		
	Periodicals	129.85		
	Music	7.70		
	Expense	215.58		
	Furniture	241.32		
	Lighting	113.45		
	Print Bks	231.83		
	Repairs	60.		
	Salaries	2629.05		
	Water	51.75		
	Sales	773.55		*5323.66
Pavilion	Salary	210.		
	Labor	53		
	Gas	78.75		
	Mantles	2.25		
	Electricity	24.		
	Repairs	21.75		
	" Hayes	7.		
	Brushes	12.		
	Insurance	233.10		
	Hdw &c	39.85		
	Water	37.45		
	" Hayes st	38.85		
	Taxes	1612.62		
	Scavenger	20.		
	Telephone	14.50		
	Laundry Board	105.75		
	Licenses	21		*2531.87
General	Salary	450		
	Interest	495.		
	Concert	1201.43	2146.43	
Dec 1/02	Cash on Hand			*1000.1.96
				3098.63

Summary of Rects & Expenditures

		Net Rects	Net Expen
Liby	Rects	5554	
	Expen	5323.66	
		230.34	
Pavilion	Rects	4732.35	
	Expen	2531.87	
		x 200.48	
General	Rects	338.75	
	Expen	2146.43	
			1807.68
Increase in Cash			623.14
		2430.82	2430.82

Statement of Bills

	Liby Rec	Liby Exp	Pavilion	Gen'l	Total
Bills rec'd 1/02 unpd.	1080.05	548.40	179.40	315	2170.15
Month ending Dec.	447.47	1198.57	2576.82	2349.08	10.593.59
	5554.17	1744.97	2756.22	2664.08	12763.74
Pd on Dec 1/02	4316.53	1007.13	2531.87	2146.43	10001.96
Unpd	1282.64	767.17	243.35	517.65	2761.48

Liby Rec 6 Income
Liby Exp 5554.00
Gen 4782.35
338.75
10626.10
4 class of Income

Bills Contracted
548.69
257.82
2844.08
10.573.59
31.51
10.625.10

Respectfully Jos M Cummings Secty

Dec 6-02.

Quarterly.

Librarians Report.

San Francisco Dec 2. 1902.

Board of Trustees Mechanics Institute

Gentlemen:- I present herewith a report of the Library work for the Quarter ending Nov 30. 1902.

Receipts	New members	$154
	Fr Dues	$430.50
	Books Pd. (8)	7.85
	Fines	21.65
	Filed Books	69.
	Sundry	1
		$4561.00

Membership. 154 subscribing members have joined the Institute and 122 have withdrawn, leaving at this date 3465 members, a net increase of 32.

Books. There were added to the Library 851 volumes, classified as follows:-

Periodicals	71		
Bibliography	13.		
Philosophy	13		
Religion	5.		
Sociology	45.		
Science	60.		
Useful Arts	120		
Fine Arts	23		
Literature	29.		
Fiction	441.		
Hist & Geog	30.		
Biography	11		851
Reference	296		
Circulating	555		851
Purchase		575.	
Gift		84.	
Pending		192	851

Circulation

There were given out for home use 39.084 a daily average of 521. There were 1743 postals sent for books to be called for and 359 for books to be returned.

The Library was open 75 days

Respectfully

Frederick J. Teggart Librarian

Jos M Cummings
Secretary

J G Spaulding
Recording Secretary.

adj. Reg

Dec 9-02

San Francisco December 9th 1902

adj. Reg. Adjourned Regular Meeting of the Board of Trustees of the Mechanics Institute adjourned from Tuesday December 2nd last was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig - present at roll call, Trustees Beaneston, Day, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (11) absent at roll call, Trustees Bull, Clark, Irving (3)

Long Lease Pavilion The President stated that Mr G.H. Umbsen had told him that he was preparing an offer for a lease of the Pavilion Block.; on motion the President was authorized to refer to the Finance Committee any offers that might be received for leasing the Pavilion Block.

Stores-Tenants Letters were read from J. W. Isaac, A.J. Rick Sts., and Burnham and Marsh making offers for lease of stores in the Library Building.

Mr. Clark entered.

Teggarts Plan for changes The Librarian presented to the Board a plan for re-arranging the Library Building; the plan suggested that two stores be made, one on each side of the first floor entrance, each store to be about 28 x 40 ft and to include a basement of the same size. The present stairway in the hall to the second floor to be removed and a new stair built in the back: the entrance to the Library to be at the end of the present hall. Suitable changes to be made in the toilets and in stacking the books, and in stairway to 3rd floor.
On motion of Mr Wagoner, Mr Teggarts plan was favorably considered.

Com discharged Mr Heald moved that the joint committee on Building and Repairs, Library and Finance previously appointed on the matter of changing the building be discharged with thanks. The motion was carried.

Pres. to get plans. Mr. Mead moved that the President be authorized to obtain preliminary plans for changes to building and an estimate of the cost and that he be authorized to expend an amount not to exceed $250 for that purpose. The motion was carried by the following vote:- ayes, Beaneston, Clark, Day, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis (11) noes none, Mr President not voting.

The meeting then adjourned.

Jos M Cummings
Secretary

J G Spaulding
Recording Secretary.

Dec 16-02

San Francisco December 16th 1902.

The regular meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig - present at roll call, Trustees Beanston, Day, Heald, Irving, Neal, von Geldern, Wagoner, Wallis, Mr President (9), absent at roll call, Trustees Bull, Eyck, Lyons, Mead, Spaulding (5). In the absence of the Secretary, the Librarian acted as Secretary.

The reading of the minutes of the previous meetings was deferred until the next meeting.

Muirhead

Mrs L.M. Muirhead tenant on the Pavilion Block was present and addressed the Board in regard to the offer made by the Board to give her a years lease at $250 per month. Mrs Muirhead stated that she wished to get a 5 year lease and preferred to remain as a month to month tenant at $200 per month as at present, rather than have a years lease at $250 per month. Mrs. Muirhead withdrew.

The Library Committee submitted the following bills approved by them but not yet presented to the Finance Committee.

J.J. Newes Co.	$500
Lemcke & Buechner	400.
R.E. Bowan	32.90
Paul Wenzel	7.482
Total	$1.00 7.372

On motion the bills were ordered paid after being approved by the Finance Committee by the following vote:- ayes. Beanston, Day, Heald, Irving, Neal, von Geldern, Wagoner, Wallis, Mr President (8) Noes none.

Periodical List Presented

The Library Committee recommended that a list of the periodicals currently received be printed. The motion was carried by the same vote as before; ayes 8 Noes none.

Lecture Committee - Mr von Geldern reported that the lecture season had opened last Saturday night.

Annex Leased

Pavilion Committee. - Mr. Neal reported that he had received an offer from L.B. Poaw to lease the annex, using it for fourth amateur boxing contests a month at $150 per month for 1903, lessee to take proper care of the building, to give a bond for the payment of the rent, to vacate on a three months notice from the Institute in the event of its selling or leasing such portion of the block as would make it necessary for lessee to vacate and the lease to be cancelled in the event of the Board of Supervisors prohibiting the holding of amateur boxing contests. On motion the Pavilion Committee was authorized to make a lease on the above terms, possession to be given as soon after Jan 1. 1903 as possible

Dec 16-02

Leonhardt to vacate

On motion the Secretary was instructed to notify the present tenant to vacate by January 1st 1903.

Pres. plans

The President reported that under the authority given him last meeting he had employed Mr. Oates to make plans and furnish estimate for changes in building, Mr Oates fee to be $100, the President stated that he would consult Reid Bros also.

The Librarian presented the names of the following persons who had joined the Institute all of whom were on motion approved.

New Members.

New Members

Chas A Jackson	V.N. Hulen	Mrs A L Gump
Mrs M Shackleton	F.E. Bosqui	O A Nelson
K Peters	W P Willard	Jno N. Seyme
Miss E G Prichard	Miss Frances Grant	N G Porter
N G H Kittmore	H H Walden	H L Brandell
Geo T. Simmons	Miss Jessie W. Roden	M A Meyer
Miss F Schwartz	Annie S Hands	Geo T de Clemencil
	N L Lightner	

Of

Warehouse Bank quit.

On motion the Secretary was instructed to inquire of the Mutual Savings Bank when it would vacate the premises 33 Post St.

Muirhead

Mrs. Muirheads Case. - Mr. Heald moved that Mrs L.M. Muirhead, tenant on the Pavilion Block be given a two years lease of the premises now occupied by her, from January 1st 1903, the other conditions of the lease to remain as previously fixed by the Board. The motion was carried.

Geo Cumming deceased.

Vice President Wallis reported that former Trustee and Vice President George Cumming had died and in the absence of the President he had ordered a floral tribute to be sent to the family from the Institute. the Vice Presidents action was approved.

Com. on Resolutions

On motion was carried that the Chair appoint a committee to draw up resolutions of respect to the memory of Mr Cumming. The Chair appointed Trustees Heald, Irving, Wallis.

The meeting then adjourned.

John Cumming
Secty

J.G. Spaulding
Recording Secretary.

Jan 6-03.

San Francisco January 6th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig - present at roll call, Trustees Beanston, Bull, Clark, Day, Irving Lyons, Mead, Neal, von Geldern, Wagoner, Wallis Mr. President (12) absent at roll call Trustees Heald, Spaulding.

—

The minutes of the meetings of December 2nd, 9th and 16th last were read and approved.

—

Mr. Heald entered.

—

The Finance Committee presented with recommendation for payment, Pay Rolls of $935.03 and $230. the recommendation was adopted by the following vote:- ayes, Beanston, Bull, Clark, Day, Heald, Irving, Lyons, Mead, Neal, von Geldern, Wagoner, Wallis, Mr. President (13) Noes none.

The Finance Committee also presented the report of P. Van Pelt auditor showing the Institute books audited to Dec. 1902. Received and filed.

—

The Library Committee recommended for purchase books amounting to $364.65, the recommendation was adopted by the same vote as preceding. ayes 13, noes none.

—

The Library Committee recommended that the salaries of Library employees as follows be raised from Jan 1. 1903.

R. S. Colquhoun from $80 to $90 per month.
J. M. Lawson from $50 to $60 per month
Helen Conroy from $35 to $40 per month.

The recommendation was adopted by the same vote as preceding, ayes 13 Noes none.

—

Lectures Committee - Mr. von Geldern stated that the Lecture next Saturday night would be delivered by Isaac Selby on "Auctions".

—

Pavilion Committee - Mr. Neal stated that the lease of the annex to the B Bar as authorized at the last meeting had been signed and the first months rent paid but the lease had not been delivered to Mr. Bar as he had not yet provided a bond for the performance of the lease.

—

Concert Committee - Mr. Lyons for the joint Committee on Concerts reported that Mr. Stewart had made a suggestion that the next concert be given under the following arrangements - Institute members be allowed to purchase two tickets for twenty five cents, all other admissions to be twenty five cents each. The Institute to provide room for rehearsals, the Pavilion work lights sounding board, chairs, ticket seller and door keepers; Mr. Stewart to provide

everything else. Mr. Stewart to take the first $400 of receipts, the Institute to take the next $60 and 10% of all receipts over $460.
Mr. Wagoner moved that the matter be left in the hands of the Joint Committee to make arrangements as outlined, the expenditure on the part of the Institute not to exceed $60. the motion was carried by the following vote:- ayes, Beanston, Bull, Clark, Heald, Irving, Lyons, Mead, Neal, von Geldern, Wagoner, Wallis, Mr. President (12) Noes Day (1)

—

Resolutions re death of Geo Cumming.

Mr. Heald for the Committee on Resolutions of Respect to the Memory of George Cumming presented the following -

Mechanics' Institute
San Francisco.

Resolutions of Respect.

Whereas, Death has removed from our midst our esteemed friend and late associate on the Board of Trustees, George Cumming, former Vice-President of this Institute;
Whereas, George Cumming was a pioneer of 1850, and was closely identified with the mechanical development of this Coast from its infancy to the present day; and
Whereas his long, earnest and constant devotion to the interests of the Mechanics' Institute, his faithful services as a Trustee, and his steady uprightness of character have won our highest esteem and respect; therefore be it
Resolved, That we greatly deplore the death of our co-worker, George Cumming, realizing that this community has suffered the loss of a good citizen who did his duty without flinching.
Resolved, That this Board of Trustees express to the family of the deceased its sincere sorrow and profound sympathy in their great bereavement, and testify to them its admiration for those qualities which made our deceased friend a faithful Trustee, a capable officer, a true and loving father and husband.
Resolved, That this memorial and resolutions be spread in full upon the minutes of our Board, and that an engrossed copy of the same be forwarded to the bereaved family of our late friend and fellow-Trustee.

January 6, 1903.

Attest: B. J. Taussig, President
Jas. D. Spaulding, Sec'y.

E. P. Heald
H. Irving
Geo. H. Wallis
} Committee.

On motion the resolutions were adopted.

—

Plans for Changes

The President presented separate plans for re-arranging the Library building from C. M. Fraser, Reid Bros., and H. H. Oates.

Jan 6-03.

Mr. Hasvers report estimated the cost of the changes at $5750,
Reid Bros at — $10000 and
W H Oales at — under 9000.
Discussion of the changes was laid over to new business.

Transfer to Reserve Fund

The President stated that $50 had been received from a life membership in December and that about $600 would be received this week from the sale of old machinery &c in the Pavilion. The President suggested that the both amounts be placed in the Mutual Savings Bank in the Institute Reserve Fund. On motion it was so ordered, by the following vote, ayes. Beaneton, Bull, Clark, Day, Heald, Irving, Lyons, Mead, Neal, von Geldern, Wagoner, Wallis, Pres President (13) Noes None.

The Secretary presented report for December which was received and ordered spread on the minutes.

Secretarys Report.

Dec 1. 1902. Cash in Hand $3098.63

Receipts

Library	Dues	$2110.50	
	Ent Fees	59.	
	Life Mem.	50.	
	Books	35.45	
	Mut Sav Bk	400	$2654.95
Pavilion	Rent	$450	
	" Hayes St	384.50	
	Gas	140.10	
	Lighting	56.	
	Water	2.50	
	Damage	2.	
	Sale of Bunting	1.	
	Labor	4	1045.10
			$3700.05
			$6798.68

Expenditures

Library	Books	$340.09	
	" Lick Fund	105.11	
	Binding	138.32	
	Periodicals	998.07	
	Expense	103.85	
	Lighting	134.16	
	Printing	136.28	
	Water	34.70	
	Salaries	940	$2911.58
Pavilion	Salary	40	
	Labor	26.50	
	Gas	2.50	
	Hdw & Lumber	17.45	
	Electricity	21.60	
	Matters & Chemicals	30	
	Water	11.40	
	" Hayes St	9.45	
	Repairs	10.50	
	License	21.	
	Repairs Hayes St	2.95	
	Sundry	1	$248.35

Jan 6-03.

General Accts.	Salary	$150		
	Concert	188.65		
	Interest	165.	$503.65	$3663.58
Jan 1. 1903	Cash on Hand			3135.10

Summary of Receipts and Expenditures

		Net Rects	Net Expenditures	
Liby	Rects	$2654.95		
	Expen.	2811.58		256.63 ↓
Pavilion	Rects	$1045.10		
	Expen.	248.35	$796.75	
Gent Expenditures				503.65
	Increase in Cash			292.47
			$796.75	$796.75

Statement of Bills.

	Liby Gen'l	Liby Bks	Pav'l	Gen'l	Total
Dec 1. 02 unpd.	$1233.64	$767.14	$248.35	$517.65	$2761.78
Contracted in dec.	1506.43	2056.05	280.40	159.00	3996.18
	$2740.07	$2823.19	$528.75	$676.65	$6757.96
Paid in Dec	1348.99	1562.59	248.35	503.65	3663.58
	$1391.08	$1260.60	$280.40	$173.00	$3094.38

Income

Library	2654.95
Pavilion	1045.10
General	
	$3700.05
Fees of bills now income	296.13
	3996.13

Bills Contracted.

	$3556.78
	280.40
	159.00
	$3996.18

Respectfully
Jno Hemmings Secty

The Librarian presented report for December which was received and the following persons named therein as having joined the Institute were on motion approved.

New Members

New Members

Mrs D.N. Franks	F. Lovell Smith	Carl Meyer
Mrs A. E. Barnard	Miss L.M. Jackson	Mrs O. Hubbard
Jno E. Dixon	Henry Kuhl	Mrs Geo Gifford
W. S. Fleming	Wm Cranston	Edw Whaley
N. Soderberg	E.B. Marsh	H.H. Simkins
Reinard Smith	L.F. Ferguson	P.N. Ketchum
Mrs L.S. Robe	A Barnard	A. F. Hawtle
R.B. Moore	L.C. Conegys	Jas Dorman
Martin T. Schmidt	W.H. Brown	Miss Lizzie Roche
Mrs C. Boecker	Miss Nan Raleigh	Mrs H.N. Duprey
Loren Alexander	H.H. Stratford	C.T. Sisson
Miss M.E. Bunker	Mrs Isabel Sanderson	D.C.E. Clement
M.A. Gedalia	N.C. Gilbert	

Jan 6-03.

Letters Read

Store Sold — From A. S. Rich & Co making offer for store in Library Building.

Bank leaving Room to see Bank — From Mutual Savings Bank replying to inquiry as to when they would vacate store 33 Post St. stating that they could give no further definite information than before. Referred to the Finance Committee to interview the Bank officials to see what arrangements could be made in regard to the Bank vacating.

Unfinished Business — Unfinished Business. The amendments to the Library Rules proposed at the meeting of November 18th last were laid over to the next regular meeting.

Discussion Plans — The Board then examined and discussed the different plans for changing the Library Building submitted earlier in the evening.

During the discussion Messrs Mead and Neal withdrew.

On motion the meeting adjourned to meet Tuesday January 13th next at 8 P.M.

Jos M Cumming Secretary

J. G. Spaulding Recording Secretary

San Francisco January 13th 1903.

At the adjourned regular meeting to be held tonight no quorum appeared.

Jos M Cumming Secty

J. G. Spaulding Ref. Sec.

Jan 20/03.

San Francisco January 20th 1903.

The regular meeting of the Board of Trustees of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Taussig – present at roll call Trustees Beaneton, Day, Deuing Mead, Neal, Spaulding von Geldern Wagoner, Wallis, McPresident (10) absent at roll call Trustees Bell, Clark, Heald, Leyons (4)

The minutes of the meeting of January 6th last were read and approved

The Finance Committee presented with recommendation for payment, bills amounting to $2935.67. The recommendation was adopted by the following vote:– ayes, Beaneton, Day, Deuing, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, McPresident (10) Noes None

Bills Ordered Paid.

Jos Cumming	159.70	Forward	1193.44	Forward	1987.93
D J Tygard	19.70	O'Neil & Co	345.69	Shreve & Co	21.90
" "	37.65	N M Butler	1.10	O Van Riet	25.
J V Wawer	38.25	Emp. acct	3.	Globe & Co	8.80
O'Neil & Co	100.50	Evt Post	8.40	M Cruckshank	8.81
Pac St Tel Co	34.35	Abend Post	1.95	Armstrong & Shaver	1.25
Hy Ernst	63.75	Sunds	1.50	Brown & Power	27.50
A Gm Clurg	73.22	Thousand acct	5.95	Evt Pub Co	4.75
Cunningham Co	13.25	Weleback Co	56.25	Luby Bureau	27.85
Lemos & Buechner	87.93	Healman & Co	13.50	J. Edwards Co	138.10
Payroll pht Co	220.	N Esmen	139.	H Marsden	38.
Eng. Mining Jr	4.50	Goat Bros	10.85	Pac Gas Imp Co	56.35
L H Eaby	139.78	Equitable Gas L Co	144.75	Thos Blankenburg	2.40
J J Newbegin	41.65	H Brownlee	22.60	Edison Elec Co	29.78
Wm Robertson	7.29	Geo Faber	8.	Union Mach Co	18.
Woolsey & Co	9.	Thos Day & Co	1.10	Sherman Clay & Co	3.
Elder & Lupart	24.83	Hy Unna Co	2.90	L Gates	4.
The Scribner Co	92.80	R Newton	7.50	Enterprise Brew	94.60
B Flemm	11.36	Mins Jol Co	9.	J. D. Morgan	40.
Cooper & Co	1.	J. Tyler	3.	Union Gas	165
Redemboner Co	8.10	Holbrook Merrill & S.	2.25	Pacific Gas Co	222.85
Marcus Ruttan Co	15	Wm Montague	6.	E. A. Brown	10.
Forward	1193.44	Forward	1987.93		2935.67

Machy Sold. — Machinery Committee Mr Day reported that the engine heater and two pumps being all of the machinery left in the Pavilion had been sold for $855, payment to be made within 30 days

Mr Leyons entered

Jan 20/03.

Amendments to Library Rules adopted.

The Amendments to the Rules for the Library as proposed at the meeting of Nov 18th last by the Library Committee were then considered. On Section 16 of the proposed amendments, Mr Lyons moved to amend by adding after the words "except by special permission of the Board of Trustees" the words "or the President". The amendment was adopted.

On Section 19 Mr Wagoner moved to amend by substituting the words "Library Building" for the words "Chess Room". The amendment was adopted.

On the introductory paragraph containing the recommending clause of the Committee on Library, it was carried to insert the words "of the date of 1895" after the words "Constitution By Laws and Rules of the Mechanics Institute of the City of San Francisco."

The recommendation of the Library Committee to amend the Library Rules as presented by the Committee at the meeting of November 18th last and as just amended in Sections 16 and 19 and in the introductory paragraph was then adopted by the following vote:- Ayes: Beaneton, Day, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Wagoner, Mr President (11) Noes None.

On motion of Mr Wagoner, the rules just adopted were ordered printed.

Bldg Changes

The President presented report from W W Oates of the firm of Oates and King, architects in regard to changes in the Library Building.

Plans for changes to Fin Com.

On motion of Mr. Neal, the different propositions for changing the Library Building were referred to the Finance Committee to report on a feasible plan.

Concerts.

Mr Neal called attention to the fact that Mr Stewarts final proposition for conducting Concerts for the Institute had not been received, and in the meantime he was using the Institute room for rehearsing his chorus. On motion of Mr. Neal the matter of allowing Mr Stewart to use the room for rehearsal was referred to the Committee on Concerts with power to act.

The meeting then adjourned.

John Fleming
Secretary

J G Spaulding
Recording Secretary

Feb 3/03.

San Francisco February 3rd 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Fleming:- present at roll call Trustees Beaneton, Bull, Day, Lyons, Mead, Neal, von Geldern, Mr President (8) absent at roll call, Trustees Clark, Heald, Irving, Spaulding, Wagoner, Wallis (6).

The minutes of the previous meeting were read and approved.

The Finance Committee recommended for payment bills as follows: Pay Roll $1184.85, F. Leggart 37½ Total $1222.80. The bills were ordered paid by the following vote:- ayes: Beaneton, Bull, Day, Lyons, Mead, Neal, von Geldern, Mr President (8) Noes None.

Fee to Reserve Fund

The Finance Committee recommended that $805 be deposited in the Mutual Savings Bank to the credit of the Reserve Fund, being $805 net proceeds from sale of Pavelion Machinery and receipt in January of $50 from Life Membership. The recommendation was adopted by the same vote as preceding, ayes 8 noes None.

The Finance Committee presented the following report.

San Francisco Feb 3, 1903.

Board of Trustees Mechanics' Institute,

Gentlemen:- Your Finance Committee reports as follows-

Messrs. Lievres and Boland informed us recently that they would have to give up possession of the premises now occupied by them April 1st next and wished to know what could be done about securing for them the stores in this building now occupied by the Mutual Savings Bank. Your Committee on the advice of our attorney served a paper on the bank today:- a copy of which is attached hereto. (The paper was to the effect that by Feb 10th the Bank must give a bond for $10,000 to vacate by or on April 1st otherwise their rent would be $10000 a month from March 1st 1903)

Bank's Rent raised to $10,000 per month

Respectfully
L R Mead
Alpheus Bull Finance Com.

On motion the Committee's action was approved.

The Finance Committee made the following report:

San Francisco February 3rd 1903,

Board of Trustees Mechanics Institute,

Gentlemen:- Your Finance Committee reports as follows-

Mr J H Wood, formerly assistant Librarian of the Institute, last month paid $50 to the Librarian for a life membership in the Institute. Mr. Wood's dues for the past three years are unpaid. Your Committee recommends that in view of the sixteen years faithful services rendered the Institute by Mr Wood, the three years unpaid dues be remitted.

Woods dues remitted. (See p. 623)

Respectfully L R Mead, Alpheus Bull, Finance Committee.

The recommendation was adopted by the same vote as preceding, ayes 8 noes none.

Sup. $22 for Lib. Com. Meetings

The Library Committee recommended for purchase books amounting to $321.80

The recommendation was adopted by the same vote as preceding, ayes 8 Noes none.

Mayers resigns

The Library Committee reported that Mr Geo N Mayers, Library Assistant had resigned to take effect, Feby 14th next and the Committee recommended that the resignation be accepted. The recommendation was adopted.

Lecture Committee — Mr von Geldern reported that Lectures were being delivered regularly on Saturday evenings.

Concerts Dropped.

Concert Committee — Mr Lyons reported that Mr H J Stewart had been notified that he must have his final proposition in by tonight, for continuing the concerts, but that he had failed to do so. Mr Neal moved that Mr Stewart be notified that the Board had decided not to give any more concerts and that he could no longer use the Institute rooms for rehearsing his chorus. The motion was carried.

The Secretary presented report for January which was received and ordered spread on the minutes.

San Francisco Feb 3rd 1903.

Board of Trustees Mechanic's Institute.

Gentlemen — Below is presented financial statement of January 1903

Jan 1. 1903 Cash on hand —			$3135.10
Receipts			
Library Dues	$302		
Ent Fees	71.		
Life members	50.		
Books	67.45		
Misc Rec'd by Lib	450.	1940.45	
Pavilion Rent	102.8		
Hayes St.	188.		
Gas	126.40		
Lighting	50.		
Electricity	20.60		
Labor	1.		
Licenses	20.		
Cash Mackey	737.51	2171.51	
			4111.96
			7247.06

Expenditures

Library Books	648.70	
Lick Fund	77.49	
Music	4	
Binding	22.85	
Periodicals	391.79	
Expense	287.35	
Furniture	203.60	
Lighting	225.98	
Rent & Taxes	76.76	
Water	17.10	
Salaries	942.50	
Fuel	94.60	
Lectures Misc 60 Petty 4.50	64.50	3260.22
Pavilion Salary	80	
Labor	4	
Gas	144.75	
Hdw & Lumber	10.85	
Elec	15.60	
Mant & Rem	56.25	
Water	14.45	
" Hayes St	6.90	
Repairs	20.75	
" Hayes St	18.85	
Lighting	1.80	
Telephone	3.45	
Garbage Removed	8	
Sundry	2.80	516.45
General Accts Salary	150	
Grant	9.	
Interest	16.8	324
Reserve Funds Dep in Mut Sav Bk		6857
		4788.18
Feb 1/03 Cash on Hand		2458.88

Summary of Receipts & Expenditures

	Receipts	Net Rec'ts	Net Expen
Library	Receipts 1940.45		
	Expen 3260.22		1319.77
Pavilion	Rec'ts 2171.51	1655.06	
	Expen 516.45		
Gen'l Expen	1011.51		1011.51
Decrease in Cash		676.22	
		2331.28	2331.28

Statement of Bills

	Liby Gen	Books	Pav.	Genl.	Total
Jan 1/03 unpaid	1391.38	1254.60	275.40	173.00	3094.38
Contracted in Jan	167.69	324.10	610.40	471.10	3103.19
	3089.07	1578.70	885.80	644.	6197.57
Paid in Jan	1712.37	1347.83	316.45	324	4100.65
Unpd Feb 1	1,376.68	230.87	367.35	320	2096.70

	Income	Bills Contracted
Liby	1940.45	2021.49
Pavilion Misc 21.45 Mackey 737.51	1484.00	610.40
General	338.45	471
Excess of Income		3103.19
		271.26
		3374.45

Receipts & Disbursements

Feb 3/03.

The Librarian presented report for January which was received and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members

New Members.

Mrs M E M Douglas
Harry J Cross
Algernon Del Mar
Elliott M Callister
A E Gillespie
H W Wright
J M Mendell
Cyril Williams Jr
C A Dudley
Jas M Buchanan
Thos Wilkinson
Hugh C Banks.
Selby Huntington
Jno P Miller
J Murray
F N Titus
W W Alverson
J E Hax
K Finnegan
H Cleaves
A B Bell
N Batcon
A T Lazar
Annie M Hammersly
Jno A Moore
Mrs M A Taylor
Edw Raymond
Andrew Alexson
Aubrey Badger
Jannes Epstein
Mrs N Felker
J J Kelly
Julius Wangenheim
Louis Haas
Wells Morton
Cecil N Case
H E Stellzner
J Ahern
E W Rueck
Mrs Thos Magee
J Hart
Mrs E Miller
J J Fitzpatrick
H Willis Osborne
Jno T Hall
Jno B Rogers
M J Lane
Miss A Fletcher
W B M Leland
Taylor J
I C Biggs
W F Kane
E C Marciais
Egbert Adams
Alfred Wieland
J Henry Smith
Mrs P Taylor
J F Kennedy
Geo Edwards
J V Hjul
W F Codding
F W Seymour
Jno C Pope
Wm H C Clarkson
Wilmot Anderson
Mary M Kramer
Adolph Judell
H P Perini
H C M Cleer
G S Pomeroy
L J Trumby
and J H Wood Life Member

Letters Read.

Read Scientific Wants Books

From Alice Eastwood, Curator of the Herbarium of the Academy of Sciences, asking the Institute to either sell at a low price, give or loan to the Academy the set of 117 volumes of the Botanical Magazine now in our Library. Referred to the Library Committee to report at the next meeting.

Mr Clark entered.

Healy wants his $5

From D J Healy, stating that when he was Chairman of the Library Committee three years ago, he had paid a bill of $5 for services rendered by a stenographer, and asking that the sum be refunded him. Mr Reanston made a statement in regard to the matter. Mr Bull moved that the bill be not paid and that a letter to that effect be sent to Mr. Healy. The motion was carried.

From the St Louis Exposition of 1904. Received and filed.

Feb 3/03.

Common Election

On motion the President was authorized to appoint a Committee to prepare for and supervise the annual election to be held Feb 24th next. The President appointed on the Committee- Trustees Wallis, Heald, Reanston.

Rent of Hall

Mr. Bull stated that a proposition had been made to him by a party to rent the space now occupied by the hall in the Library Building at $100 per month.

Mr Mead withdrew.

Meinhard Lease

Read at top of 618. The Finance Committee reported that the lease to Mrs Meinhard was about completed except as to some small changes. On motion the Finance Committee was authorized to complete the lease.

The meeting then adjourned.
Jas M Cumming
Secretary

J G Spaulding
Recording Secretary.

Feb 3/03.

This page
Not used

Feb 17/03.

San Francisco February 17th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig – Present at roll call – Trustees Beaneton, Bull, Day, Heald, Irving, Neal, Spaulding von Geldern, Wagoner, Wallis, Mr. President (11) Absent at roll call, Trustees Clark, Lyons, Mead (3)

The Minutes of the previous meeting were read and approved.

Mr. Lyons entered.

The Finance Committee recommended for payment bills amounting to $1129 56. The recommendation was adopted by the following vote,- ayes Beaneton, Bull, Day, Heald, Irving, Lyons, Neal, Spaulding von Geldern, Wagoner, Wallis, Mr. President (12) noes none.

The Finand Committee also presented with recommendation for payment bill of H Visscher for $18 which was ordered paid by the same votes as preceding,- ayes 12 noes none.

Bills Ordered Paid.

			forward	940	27
Jos. M. Cumming	92	80	R. A. Crothers	1	10
Pac. States Tel. & Tel.	22	85	Lemcke & Buechner	23	18
S. F. Gas & Electric co	52	75	Examiner	11	70
Spring Valley Water Wks	61		Chronicle	13	55
John Partridge		30	Univ. & Pac. Gas Gov. Co.	9	
W. N. Brunt	3	50	Century Elec. Co.	6	06
Bent & Meyerderks	8		Fred I Monsen	40	
H. S. Crocker Co.	3		Pac. Gas Imp. Co.	33	45
Bonestell, Richardson	2		F. Eastman & Co.	22	50
Sanborn Vail & Co.	2		Com'l. Pub. Co.	6	
Valleau & Peterson	6		A. Zellerbach & Sons	6	
McNutt Kahn & co	3	75	Brown & Power	4	50
Payot, Upham & Co.	1	45	Hicks Judd Co.	25	15
Chronicle	2	40	W. H. Boden & Co.	4	
Library Bureau	33	83	University of Cal.	165	
The Call	2	15	Byron Mauzy	18	
Palace Hardware Co.	1			1129	56
H. Simpson		75	H. Visscher	18	
A. W. Stott	24			1147	56
Allen's Press Clipping	6				
Examiner	2	25			
Merc. T. & L. Co.	3				
Fischbeck & Glootz	2				
Perry Mfg. Co.	1	50			
Geo. C. Bornemann & Co.	4	50			
Oates & King	100				
T. P. Doolan	50				
James Ross	31				
Joost Bros.	9	19			
A. Serensky	4	25			
Central L. & M. Co.	19				
SebastianaChiappe	8				
Equit. Gas Light Co.	107	05			
H. Fisner	9	50			
F. P. McInnis	22				
Pac. Aux. Fire Alarm	36				
Publishers' Weekly	1	50			
forward	940	27			

Cert. H. Visscher
Jos. M. Cumming Secty

The Finance Committee presented the following report.

S. F. Feb 17. 1903.

Woods dues.

Board of Trustees Mechanics' Institute.

Gentlemen,- Your Finance Committee reports as follows- At the last meeting, on this Committee's recommendation, the Board

remitted the three years dues of ex-Librarian John H Wood. Your Committee now recommends that this action be rescinded and that the matter be referred back to this Committee for further investigation.

Respectfully
Alpheus Bull
E O Heald Finance Committee

The recommendation was adopted

Muirhead lease to be signed

The Finance Committee reported that the lease to Mrs. Muirhead had been agreed on and would be signed shortly.

The Committee on Buildings and Repairs presented the following report.

San Francisco Feb 17. 1903.

Painting Bldg Ordered.

Board of Trustees Mechanics' Institute

Gentlemen:- Your Buildings and Repairs Committee reports as follows— The entire building both inside and outside is greatly in need of cleaning and painting.

The following work is most urgently needed:- on outside front— two coats of paint;- 1st floor - Repaint all wood work, retint walls and ceilings, paper walls back of shelves. Halls of 1st 2nd and 3rd floors thoroughly wash and varnish banisters, paint stairs and all wood work, retint walls and ceilings.

This will cost about $600. We recommend that this Committee be authorized to have the work done.

Respectfully Lukey Wagoner
Geo F. Day
James H. Lyons Buildings Com

The recommendation of the Committee was adopted by the same vote as preceding, ayes 12, noes None.

The Library Committee recommended for purchase books amounting to $535. The recommendation was adopted by the same vote as preceding; ayes 12, Noes None.

Mr. Clark entered.

The Library Committee presented the following report.

San Francisco Feb 17. 1903.

No Books to Head of Sch.

Board of Trustees Mechanics' Institute

Gentlemen:- In the matter of the application of Miss Eastwood, Curator of the Herbarium of the Academy of Sciences to the Institute to either give, loan or sell to them the set of "Curtis' Botanical Magazine", your Committee recommends that it is inexpedient to consider any proposition looking to disposing of our books.

McNaught raised.

Your Committee recommends that the salary of Wm McNaught Library Assistant be raised from $40 to $50 per month beginning Feb 1. 1903.

Respectfully Geo Beaneton
G H Wallis
J G Spaulding Library Committee.

Bull explains Heald's request

Mr. Bull stated that the request for the Botanical Magazines had come from the Curator personally and not from the Academy Board of Directors, the Committees recommendation in regard to the magazines was adopted, the recommendation to raise Wm McNaughts salary was adopted by the following vote:- ayes, Beaneton, Bull, Clark, Day, Heald, Irving, Lyons, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President. (13) Noes None.

Lectures.

Lecture Committee - Mr. von Geldern announced that the lecture next Saturday night would be by Prof. Putzker on "Educational Fundamentals."

Mr. Von Geldern moved that the thanks of the Board be given Mr. Henry Payot for lecture given by him Feb 7th last. Unanimously carried.

Mr. von Geldern moved that honorarium of $10 be sent Prof. Karl C. Plehn for lectures delivered by him for the Institute last month. The motion was carried by the same vote as preceding, ayes 13 noes none.

Com on Election

The Committee to prepare for the annual election reported as follows.

San Francisco Feb 17. 1903.

Board of Trustees Mechanics' Institute,

Gentlemen:- Your committee appointed to prepare for the coming Annual Election recommends as follows:-

1. That Henry Root
David Kerr and
J McColler be appointed Judges of the election.
2. That Ernst A. Denicke
Charles M. Plum and
Asa R. Wells be elected to qualify and install the trustees-elect at the next annual meeting.
3. That the polls be open from 11 a. m. to 9 P. M.
4. That no soliciting for votes be allowed in the west front room, 2nd floor, where the members will vote.
5. That the Committee be authorized to employ necessary clerks and to provide meals for the judges.

The election matter has all been printed and will be distributed this week.

Respectfully
Geo H Wallis
Geo Beaneton
E O Heald Election Committee.

Judges & appointed.

All the recommendations of the report were adopted and the Board proceeded to elect Judges of Election and Committee for installation. The Chair appointed Messrs. Bull and Spaulding tellers. On motion the Secretary cast the ballot of the Board for Henry Root, David Kerr and J McColler for Judges of the next annual Election and the Chair declared them duly elected. O

On motion the Secretary cast the ballot of the Board for Ernst A Denicke Charles M. Plum and Asa R. Wells for the Committee to qualify and install the Trustees elect whereon the Chair declared them duly elected.

Feb 17/03.

The Secretary reported that the following persons had complied with the provisions of the Constitution necessary to constitute them candidates for Trustees at the coming Annual Election.

Candidates for Trustee

Candidates For Trustee.

Alpheus Bull
Leo Cooper
John M. Curtis
Geo. F. Day
Avery L. Ford
Byron Mauzy
Robt H. Neal
James G. Spaulding
Richard Valentine
Otto von Geldern
Luther Wagoner

The Librarian reported the following persons as having joined the Institute all of whom were on motion approved.

New Members

New Members.

Leland S. Rosener	Joseph Firebaugh	Mrs N F. Sheldon
Stanley H Jones	H Wolf	F. S. Hawley
James M. Hervey	Louis a Gottschalk	C. O Moeller
R. Brent Mitchell	N Taylor	F Otway Sadlier
Chas R. Ford	Geo W Stewart	David C Coleman
Calvin Bernhard	Geo. A. Lynch	Mrs W J Martin.

Humboldt Evening School of Naval Arch.

A letter was read from A. E. Roberts of the Humboldt Evening School asking if space could be rented in the Pavilion for the class in naval architecture for laying down ships lines. Referred to Pavilion Committee.

On motion the Secretary was instructed to invite to the next regular Board meeting the new Trustees who would be elected at the next annual meeting.

Papers re Am. Steel & Wire Co.

Mr. Neal moved that the President and Vice President be authorized to go over the papers in the box in the Presidents possession and take out such papers in connection to the 16th and Folsom St Lot as were of no further use to the Institute, and deliver them to the American Steel and Wire Co. taking its receipt therefor. The motion was carried.

The meeting then adjourned
John Cumming
Secretary

J. G. Spaulding
Recording Secretary.

Mch 3/03.

San Francisco March 3rd 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig.

Present at roll call- Trustees Beaneton, Bull, Heald, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, the President (12) absent at roll call Clark, Day (2)

Messrs Avery L. Ford and Byron Mauzy Trustees elect were also present.

G.A.R. Rent

The meeting was addressed by Col. Currier and Horace Nelson on behalf of the National Encampment of the G.A.R. to be held here next August. The Encampment wished to rent the Pavelion for four days and Messrs. Currier and Nelson asked for half rates on the building for that time. They then withdrew.

The Minutes of the previous meeting were read and approved.

The Finance Committee presented report recommending:-
1st The payment of the following bills Pay Roll $1103
" " 80.
University 165 1348

Delinquents

2nd. That all delinquent members owing 1 year or more dues to March 1. 1903 be dropped from membership by June 1 next if they have not paid up by that time.

The first recommendation was adopted by the following vote:- ayes, Beaneton Bull, Heald, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis Mr President (12) Noes none

The second recommendation was adopted

Meinhead Lease signed

The Finance Committee reported that the lease of N.W. corner Hayes and Larkin to Mrs L Meinhead for 2 years from Jan 1. 1903 at $250 per month ground rent had been signed.

Mut Bank and Sievers.

The Finance Committee presented a letter from Attorney O'Byrne stating that the Mutual Savings Bank would occupy the premises 33 Post St till April 30 ty next and they would vacate at that time. The Finance Committee was given further time to complete the arrangements with the Bank and the Committee was authorized to prepare a lease for 33 Post St to Sievers and Boland.

B/R annual

The Committee on Buildings and Repairs presented annual report, Received and filed

Libn to get shelf lists

The Library Committee reported, recommending that the Librarian be empowered to have duplicate shelf list typewritten at a cost not to approximately of $150. The recommendation was adopted by the same vote as about, ayes 12 Noes None.

Lectures ann'l

The Committee on Lectures and Classes presented its annual report which was received and filed

Pav. ann'l

The Pavilion Committee presented its annual report which was received and filed

G.A.R. rent reduced

The Board then considered the request of the G.A.R. made earlier in the evening. Mr. Heald moved that they get the Pavilion for the four nights for $75 per night. Mr. Wallis moved to amend to $100 per night. Mr. Wallis' amendment was lost by the following vote:- ayes, Beaneton, Bull, Wagoner, Wallis, Mr. President (5). Noes, Heald, Irving, Lyons, Mead, Neal, Spaulding von Geldern (7). Mr. Heald's original motion was carried by the following vote:- ayes, Beaneton, Bull, Heald, Irving, Lyons, Spaulding, von Geldern, Wallis, Mr. President (9). noes, Neal, Mead, Wagoner (3).

Papers delivered to Am St. Nat'l Bk

Mr. Wallis stated that in accordance with the authority given the President and Vice President at the last meeting they had turned over to the American Steel and Wire Co. the following papers in connection with No. 16 D and Folsom St. Lot, taking their receipt therefor:- Map of Mission Creek
Agreement & Sell- Brandenstein & Cornwall
Power of Atty Rosenbaum & Brandenstein
2 Deed- Brandenstein & Mech. Inst.

Judge's Report

The following report was read from the Judges of Election.

San Francisco Feb 25, 1903.

Board of Trustees Mechanic's Institute.

Gentlemen:- Your Judge appointed to supervise the annual Institute Election report as follows - The election was held Tuesday February 24th 1903. Polls open from 11 a.m. to 9 p.m.

There were 477 ballots cast, of these there were 9 blank votes.

The votes resulted as follows -

Alpheus Bull	406.	Robt W Neal	345.
Leo Cooper	109.	Jas G Spaulding	350.
John M Curtis	191.	Richard Valentine	116.
Geo F Day	176.	Otto von Geldern	291.
Percy L Ford	370.	Luther Wagoner	308.
Byron Mauzy	355.		

The following seven received the highest number of votes, Alpheus Bull, Percy L. Ford, Byron Mauzy, James G. Spaulding, Otto von Geldern, Luther Wagoner, Robt W. Neal.

Respectfully Submitted.
Henry Root
David Kerr } Judges of Election
Jno F Cobb

Mr. Beaneton moved that the seven candidates for Trustees reported by the Judges to have received the highest votes be and they are declared elected for the ensuing term. The motion was carried unanimously.

Thanks to Judges

Mr. Wallis moved that the Judges be discharged with thanks for their services. The motion was carried

The Secretary presented report for February which was received and ordered spread on the minutes. See below and p. 630.

The Secretary presented report for previous quarter which was received and ordered spread on the minutes. See p. 631.

The Secretary presented annual report which was received and ordered read at the coming Institute annual meeting.

The Librarian presented report for February which was received and the following persons names therein as having joined the Institute were on motion approved.

New Members.

E J Watson	F Hayward	Mrs J. Ashcroft
Everett Johnson	Worsten Hood	Thos Neilson
Jno F Connelly	Dr S W Dennis	Mrs F R Culbertson

New Members 4

The Librarian presented report for the previous quarter which was received and filed

The Librarian presented annual report which was read and ordered read at the Institute's coming annual meeting.

Ford & Mauzy speak

The President then called on Trustees-elect Ford and Mauzy each of whom addressed the meeting.

Secretary's Monthly Report See above.

Feb 1/03	Cash on Hand		$2458.88
	Receipts		
Library	Dues	$1155.50	
	Ent Fees	27.	
	Books	62.	
	Misc Books	450.	
	Sale voting lists	10	$1704.50
Pavilion	Rent	510	
	Hayes & Rent	628	
	Sale Mackey	7555	
	Gas	5.60	
	Lights	2.	
	Elec	05	
	Licenses	05	
	Sale old stuff	3.50	1914.10
			361860
			$6074.48

Mch 3/03.

Expenditures

Library	Books	5.50	
	" Lect & Lend	18.	
	Binding	35.15	
	Periodicals	54.53	
	Expense	225.90	
	Lighting Grants 22.50	96.26	
	Lectures &c	62.00	
	Quent Sta	101.08	
	Salaries	954.85	
	Water	21.60	1565.37
Pavilion	Salaries	80.	
	Labor	23	
	Gas	107.05	
	Elec	5.	
	Hdw & Lumber	28.19	
	Repairs	22	
	" Sidewalk	31.	
	Glazing	4.25	
	Plumbing	9.50	
	Water	30.95	
	" Hayes St	8.45	
	Telephone	7.60	
	License	21.	
	Addressing	8.	
	Fire alarm Box	36.	
	Cornice & Skylight	50	471.99
General	Salary	150.	
	Insurance	165	
	Concert	18	
	Receivers Fund Ref in Mut Savs Bk	855 1188	1188.00 3225.36
			2852.12

Feb 28/03 Cash on Hand

Summary of Rects & Expen.

		Net Rects	Net Expen.
Liby	Rects 1704.50		
	Expen 1565.37	139.13	
Pav	Rects 1714.10		
	Expen 471.99	1242.11	
Gen'l	Expen		1188.
Increase in Cash			393.27
		1581.24	1581.24

Statement of Bills Incurred and Paid

	Liby Ent'n.	Books.	Pav.	Gen'l	Total
Unpd 2/1/03	1176.68	230.87	369.35	320.00	2096.90
Incurred in Feb.	1545.28	365.86	251.39	328.00	2490.53
	2721.96	596.73	620.74	648.00	4587.43
Paid in Feb	1462.19	103.18	471.99	333.00	2370.36
	1.259.77	493.55	148.75	315.00	2217.07

Liby Income 1704.50
Pav 1714.10
Gen
Excess of Income 3418.60

Bills Incurred.
1911.14
251.39
328.00
2490.53
Oct 1903

Copy
J. M. Cummings Secty

Mch 3/03.

Liby. Quarterly Report

Dec 1 1902 Cash on Hand 3098.63

Receipts

Library	Dues	4568.00		
	Ent Fees	154.00		
	Life Membership	100.		
	Books	164.90		
	Mut Sav Bk	1300.		
	Sale voting list	10.		6297.90
Pavilion	Rents	1988		
	Hayes St Rents	1200.50		
	Gas	27.10		
	Lighting	110.		
	Electricity	25.60		
	Labor	8.		
	License	25.		
	Water	2.50		
	Damage	2.		
	Sale of old Mats	4.50		
	Sale Machy	1492.51	5130.91	11430.61
				14529.24

Expenditures

Library	Books	894.29	
	" Lect & Lend	200.60	
	Binding	386.32	
	Periodicals	1425.39	
	Music	7.	
	Expense	617.10	
	Fuel	94.60	
	Furniture	203.60	
	Lectures Grants 27 Fee 100	127.	
	Lighting	456.40	
	Quent Sta	314.12	
	Salaries	2837.35	
	Water	703.40	7733.17
Pavilion	Salary	230.	
	Labor	53.50	
	Gas	280.30	
	Electricity	42.20	
	Mantels & Chimneys	86.25	
	Lighting	130.	
	Hdw & Lumber	156.49	
	Repairs	53.25	
	" Sidewalk	31.	
	Glazing	4.25	
	Plumbing	9.50	
	Repairs Hayes St	21.80	

Mch 3/03.

See Sup Fd Rec

Pay Fr Genl	Watts	56.80		
	" Wages Rt	23.60		
	Telephone	11.05		
	Licenses	42.		
	Insurance	36.		
	Scavenger	16.		
	Comm rail Machy	50.		
	Sundry	3.20	$ 1236.79	
General	Salary	450.		
	Interest	495		
	Concert	215.65		
	Dfr in Cas Hand	1542.51	$ 2703.16	$ 11677.12
				$ 2852.12

Feb 28, 1903 Cash on Hand.

Summary of Bills & Expen.

	Net Bills	Net Expen
Library Bills Rec'd 629990		
Expen 743717		$ 1437.27
Pavilion Bills rec'd 513071		
Expen 125679	$ 3873.92	
Genl Expenditures		2703.16
Decrease in Cash	246.51	
	$ 4140.43	$ 4140.43

Statement of Bills Incurred Paid

	Liby Gen	Books	Pavilion	Genl	Total
Unpaid Dec 1.02	$ 1233.64	$ 767.14	$ 243.35	$ 517.65	$ 2761.78
Incurred in Fr	4749.70	274001	114219	958.	7589.90
	$ 5983.34	$ 3507.15	1385.54	1475.65	12351.68
Paid in Fr	4723.57	3013.60	1236.79	1160.65	10134.61
Unpd Feb 28/03	1.25977	493.55	148.75	315.	$ 2.217.07

Income and Bills Incurred

	Income	Bills Incurred
Library	$ 6299.90	$ 7489.71
Pavilion	5130.71	1142.19
General		958.
	$ 1143061	9689.90
Excess of Income		1740.71
		$ 11430.61

The meeting then adjourned
John Cummins
Secty

J G Spaulding
Recording Secretary

Annual. Mch 7/03.

San Francisco March 7th 1903.

Annual — The Annual Meeting of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Rudolph J. Taussig, 60 members present.

Saulman's Question of Privilege — Mr J C Saulman obtained the floor on a question of privilege. Mr. Saulman stated that an article had appeared recently in a local newspaper charging that the ballot box at the recent Institute Annual election had been opened before the polls were closed and the ballots counted, and alleging that this was done to save time, in order that the judges and clerks of election could go home earlier. Mr Saulman stated that he was a clerk at the election and that any such statement in regard to the clerks of election was maliciously and scandalously false.

Reports — The minutes of the Quarterly meeting of December 6th 1902 were read and approved. See p

The Annual Report of the Secretary was read and ordered spread on the Minutes. See p 635-6

The Annual Report of the Librarian was read and ordered spread on the minutes. See p 634-8

The Report of the Auditor was read and spread on the minutes by motion.

Auditor's Report

San Francisco March 5. 1903.

Board of Trustees Mechanics Institute

Gentlemen - I have carefully examined the Books and Accounts of the Institute for the quarter ending Feb 28th and found correct

I have checked the Journal, and Cash Book with the Ledger, examined all the receipts for Dues, Fees, Bookstore. Vouchers for all payments are properly approved and receipted and are now on file in the Secretary's office. The Balance in Bank on February 28th agrees with the amount as shown by the cash book.

I enclose Trial Balance of the Ledger Feb 28. 1903

Respectfully Submitted
Van Pelt Auditor

Healy — The President presented his annual report. A motion was made to spread the report on the minutes. Mr P J Healy proceeded to speak and Mr Ira Reinstein raised the point of order that Mr Healy was not speaking on the motion. The point of order was sustained. The motion to spread on the minutes was carried. See p 639-40

Judges — The Report of the Judges of Election held February 24th 1903 was read and ordered filed. (Note. this report is spread on minutes page 628)

Mch 7/03. Annual.

Amendments Proposed

The following **Amendments** to the Constitution were proposed:-

by Mr. Alpheus Bull — San Francisco March 7th 1903.

"To The Members of the Mechanics Institute:

I hereby move to amend Section 6 of Article XI of the Constitution of the Mechanics Institute by adding to the end of said section the following sentence:- "He shall also perform all the duties of the Recording Secretary in the absence or disqualification of that officer."

---

by Mr. L.R. Mead. San Francisco March 7th 1903.

"To The Members of the Mechanics Institute:-

I hereby move to amend Section 5 of Article VIII of the Constitution of the Mechanics Institute, by striking out the words "Fifty Dollars" in said section and substituting in their place and stead, the words "One Hundred Dollars".

---

by Mr. P.J. Healy, San Francisco March 7th 1903.

"To The Members of the Mechanics' Institute

I hereby move to amend Section 3 of Article XII of the Constitution of the Mechanics' Institute by striking out the entire section and, substituting in its place and stead the following to be known as Section 3 of Article XII

Section 3. There shall be quarterly meetings of the members of this Association on the first Saturday after the first Tuesday in the months of June, September and December of each year, notice of which and of the annual meeting shall be given by postal card and by posting on the doors of the Library, Reading Room and Chess Room for at least one week previous to each meeting. At the annual meeting, business relating to the previous quarterly (~~from time to time meeting~~) shall be transacted as at an ordinary quarterly meeting.

Leasing Pavilion — Mr. E. A. T. Gallagher moved that the Trustees be inhibited from leasing the Pavilion Block. The motion was lost.

Wash'n Post — Mr. J.F. McGrath moved that the "Washington Post" be restored to the files of the Library. The motion was carried.

Installation — The President announced that the next business would be the installation of the Trustees elected at the last annual election. The President stated that Messrs. Chas. M. Plum and Asa R. Wells on the Installation Committee could not be present and he appointed in their place Messrs. E. B. Young and Horace Wilson. Messrs. Ernst A. Denicke, E. B. Young and Horace Wilson acting as installation committee administered the obligation as required by Section 7 of Article IX of the Constitution to the following Six Trustees elect viz:- Alpheus Bull, Byron Mauzy, James D. Spaulding, Robt. H. Neal, Luther Wagoner and Otto von Geldern, all of whom subscribed to the same, whereon Mr. Denicke declared them duly installed Trustees of the Mechanics Institute.

The meeting then adjourned. See p. 635 hereof for reports.

J.D. Manning
Secretary.

J.D. Spaulding
Recording Secretary

Secretary's Report.

SAN FRANCISCO, March 3, 1903.

Board of Trustees Mechanics' Institute:

GENTLEMEN: Below is presented financial statement of the Mechanics' Institute for the year ending February 28, 1903:

March 1, 1902. Cash on hand $1,405.77

RECEIPTS.

Library and Post-Street Building—		
Dues	$ 17,715.50	
Entrance fees	539.00	
Life memberships	200.00	
Books—		
Paid for	$ 31.75	
Fines	137.90	
Extra books	302.60	470.25
Rent of 33 Post St.	4,225.00	
Classes	12.00	
Donations	49.50	
Cancelled checks	18.00	
Cancelled insurance	56.25	
Sundries	42.00	$ 23,347.50
Pavilion—		
Rents	$ 12,782.50	
Hayes St. rents	4,641.50	
Sale of machinery	2,589.16	
Sale of old goods	20.50	
Repaid by lessees—		
Gas	$ 614.80	
Lighting service	230.00	
Electricity	64.60	
License	75.00	
Water	27.50	
Damage	28.00	
Telephone	3.30	
Removing garbage	20.00	
Labor	17.50	$ 21,114.36
Folsom-Street Lot—		
Rent	$ 50.00	
Proportion of taxes	241.65	
Proportion of insurance	37.10	
Selling price	90,000.00	$ 90,328.75
General Accounts—		
Receipts from concerts	338.75	$135.09.36
		$130,515.13

EXPENDITURES.

Library—		
Books	$ 3,845.01	
Lick fund	511.94	
Binding	1,182.72	
Periodicals	2,703.27	
Music	16.30	
Classes	300.00	
Expense	2,103.42	
Fuel	153.21	
Furniture	741.34	
Insurance	671.55	
Lectures—		
Printing	$ 49.50	
Fees	160.00	
Illustrating	131.50	
Sundries	2.20	$ 343.20
Lighting	$ 1,038.40	
Printing and stationery	985.55	
Repairs	227.65	
Salaries	10,343.75	
Taxes	1,444.28	
Water	218.85	$ 26,830.44
Pavilion—		
Salary	$ 860.00	
Labor	158.00	
Gas	599.85	
Mantels and chimneys	169.50	
Electricity	90.00	
Lighting service	248.00	
Repairs	151.00	
Glazing	15.00	
Hardware, paint, and lumber	132.91	
Insurance	719.50	
Sounding board	105.75	
Taxes	3,173.11	
Water	213.15	
Scavenger	48.00	
License	84.00	
Telephone	54.90	
Commission on sale of machinery	50.00	
Sundries	74.48	
Hayes St. houses—		
Repairs	48.00	
Water	99.15	$ 7,094.30
Folsom-St. lot—Interest, Taxes, etc.		$ 1,649.67

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Secretary's report (Continued)

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General Accounts—

Salary	$ 1,800.00	
Interest	1,851.11	
Concerts	1,417.08	
Legal expense	381.25	$ 5,449.44
Bills Payable—		
Loans repaid		$ 90,000.00
Reserve Fund—Amount deposited in Savings Bank		$ 2,639.16 $133,663.01
Feb. 28, 1903. Cash on hand		$ 2,852.12

SUMMARY OF RECEIPTS AND EXPENDITURES.

		Net Receipts.	Net Expenditures.
Library—			
Receipts	$ 23,327.50		
Expenditures	26,830.44		$ 3,502.94
Pavilion—			
Receipts	$ 21,114.36		
Expenditures	7,094.30	$ 14,020.06	
Folsom-Street Lot—			
Receipts	$ 90,328.75		
Expenditures	1,649.67	88,679.08	
General Accounts—			
Receipts	$ 338.75		
Expenditures	5,449.44		5,110.69
Bills Payable			90,000.00
Reserve Fund deposited in Savings Bank			2,639.16
Increase in cash			1,446.35
		$102,699.14	$102,699.14

STATEMENT OF BILLS INCURRED AND PAID.

	Library Genl. Accts.	Books, etc.	Pavilion	Folsom St.	General	Total
Unpaid, Mar. 1, 1902	$ 1,317.55	$1,055.23	$ 152.95	$1,000.00	$ 531.25	$ 4,056.98
Incurred in year	18,513.42	7,697.56	7,090.10	649.67	5,233.19	39,183.94
	$19,830.97	$8,752.79	$7,243.05	$1,649.67	$5,764.44	$43,240.92
Paid in year.	18,571.20	8,259.24	7,094.30	1,649.67	5,449.44	41,023.85
Unpaid, Feb. 28, 1903.	$ 1,259.77	$ 493.55	$ 148.75	$ 000.00	$ 315.00	$ 2,217.07

INCOME AND BILLS INCURRED.

	Income	Bills Incurred
Library	$23,327.50	$26,210.98
Pavilion	21,114.36	7,090.10
General	338.75	5,233.19
Folsom-St. lot (not including sale of lot)	328.75	649.67
	$45,109.36	$39,183.94
Excess of income (not including sale of Folsom-St. lot)		5,925.42
		$45,109.36

STATEMENT OF LICK FUND.

March 1, 1902. Balance in fund	$ 2,292.76
Book purchases charged to fund	511.94
	$ 1,780.82
Credit interest at 7% on monthly balances	140.60
February 28, 1903. Balance in fund	$ 1,921.42

STATEMENT OF RESERVE FUND.

Transferred from Pavilion account, net sale of machinery	$ 2,539.16
Transferred from life membership receipts	100.00
Interest on deposit in savings bank to January 1, 1903	12.23
February 28, 1903. Amount in Fund	$ 2,651.39

STATEMENT OF ASSETS AND LIABILITIES.

Assets		
Binding	$ 27,342.81	
Books	129,579.76	
Contingent Fund (Secretary)	100.00	
Contingent Fund (Librarian)	50.00	
Furniture	14,308.80	
Music	130.83	
Pavilion Block	240,236.64	
Periodicals	27,590.97	
Post St. property	163,812.95	
Cash in Mutual Savings Bank (Reserve Fund)	2,651.39	
Cash in First National Bank	2,852.12	$608,656.27
Liabilities		
Stock	$404,660.80	
Profit and Loss	163,422.66	
Reserve Fund	2,651.39	
Lick Fund	1,921.42	
Bills Payable	36,000.00	$608,656.27

Respectfully submitted,

JOSEPH M. CUMMING,
Secretary.

annual.

Librarian's Report.

SAN FRANCISCO, March 3, 1903.

To the President and Board of Trustees:

GENTLEMEN: I have the honor to present the forty-eighth annual report of the work of the library for the year ending February 28, 1903.

MEMBERSHIP.

Number reported February 28, 1902		3,700
New members, subscription	539	
New members, life	4	543
		4,243
Withdrawn		729
Membership March 1, 1903		3,514

BOOKS.

The accessions of books for the year have been 4,761 volumes, classified as follows:—

Periodicals	513	Fine Arts	145
Bibliography	117	Literature	395
Philosophy	88	Fiction	1,574
Religion	52	History and Travel	264
Sociology	403	Engineering	792
Science	290	Biography	128

The percentage of volumes and cost in each class of the books purchased is as follows:—

	Percentage of Volumes.	Percentage of Cost.
Fiction	56.4	40.3
General	2.8	4.9
Philosophy	1.2	1.3
Religion	1.4	2.3
Sociology	3.0	3.7
Science	4.3	6.0
Useful Arts	4.7	9.3
Fine Arts	4.5	7.4
Literature	10.9	9.8
History, Biography, and Travel	10.8	15.0
	100.0	100.0

These were assigned to—

Reference Department	1,732
Circulation	3,029

These were acquired by—

Purchase	2,937
Gift	1,012
Binding	664
Exchange	148

Number of volumes reported February 28, 1902		87,184
Accessions, March 1, 1902, to February 28, 1903	4,761	
Lost and paid for, or sold	20	
	4,741	4,741
Present number in Library		91,925

CIRCULATION.

The library was open 300 days during the year; 168,645 volumes were issued for home use, a daily average of 562.

LECTURES.

The following lectures have been delivered during the year:—

March 29, 1902, "The Land of the Castanet" (illustrated), by Henry Payot.

March 29 and April 5, 1902, "The Great Yang-Tse Valley of China" (illustrated), by Professor John Fryer, LL. D.

April 12, 1902, "A Brief History of Road Conditions and Legislation in California" (illustrated), by Marsden Manson, C. E.

April 19, "A Review of Some Industrial, Scientific, and Military Problems Incident to Our Island Possessions in the Pacific," by Captain John P. Finley, U. S. A.

April 26, 1902, "The Land of the Snake Dance, the Moki and Navajo Indians of Northern Arizona" (illustrated), by Frederick I. Monsen.

May 3, 1902, "The Theory of Mechanical Cause of Gravitation and the Tides," by H. D. Hougham.

May 10, 1902, "In the Shadow of the Pagoda" (illustrated), by Henry Payot.

May 17, 1902, "The Caucasus and the Oil Fields of Baku" (illustrated), by Professor Andrew C. Lawson.

December 13, 1902, "The Monuments of a Pre-Historic Race" (illustrated), by Frederick I. Monsen.

December 20, 1902, "The Moki Indians of Arizona" (illustrated), by Frederick I. Monsen.

December 27, 1902, "New Zealand" (illustrated), by Isaac Selby.

January 10, 1903, "Australia" (illustrated), by Isaac Selby.

January 17, 1903, "The Mojave Desert and Death Valley" (illustrated), by Frederick I Monsen.

January 24, 1903, "In the Footsteps of Coronado," by Frederick I. Monsen.

January 31, 1903, "Some Observations on the Recent Coal Strike in Pennsylvania," by Professor Carl C. Plehn.

February 7, 1903, "Under the Eaves of the World" (illustrated), by Henry Payot.

February 14, 1903, "The Land of the Jap, the Chino, and the Filipino" (illustrated), by James W. Erwin.

February 21, 1903, "Educational Fundamentals," by Professor Albin Putzker.

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Librarian's Report (continued)

The year which has just closed has been one of importance in the history of the Mechanics' Institute Library.

The stated accession of books, 4,761 volumes, has been slightly exceeded three times in the last ten years, but approximately two thousand volumes in addition to those as yet entered upon the accession-book, and about ten thousand pamphlets and parts of magazines have also been added to our resources.

It has been kept steadily in mind during the year that the future province of the Institute Library lies in the supply of technological and commercial information, therefore while the importance of keeping abreast with current literature has not been lost sight of, every opportunity has been embraced to secure literature of a technological and commercial character.

It is with unusual pleasure that your Librarian records the assistance in this matter given by various members of your Board. Colonel George H. Wallis has contributed during the year a very large number of copies of engineering and iron trade papers; President R. J. Taussig has contributed several periodicals for preservation; Mr. J. G. Spaulding has presented a large number of pamphlets; former Trustee Rodney Kendrick, Mr. Bernard Bienenfeld, Dr. J. C. Spencer and many others have also aided the efforts of the Library staff in this work.

During the year the periodicals of the Technical Society have been regularly turned over to us by Mr. Otto von Geldern, greatly adding to our resources in engineering lines.

The Institute has likewise received notable gifts during the year from the Pacific Philatelic Society, the California Psychical Society, the California Bank Commission, and the California Railroad Commission.

In addition it received the bequest made some three years ago of the library of the late William Patton of Alameda, the architect of this building, which has added to our shelves two periodical sets, and several works of great value.

During the year every effort has been made to strengthen our resources by exchanging duplicate material with other libraries. In this way we have secured complete sets of—

Archiv für Eisenbahnwesen,
Johns Hopkins University Circulars,
Cassier's Magazine,
Stone,

and have been enabled to complete our sets of periodicals such as—

Yale Review,
Terrestrial Magnetism,
American Anthropologist,
Bulletin de la Canal Interoceanique,

and many others.

These exchanges have been made with the Library of Congress, New York Public Library, University of California, Stanford University, San Francisco Public Library.

During the year efforts have been made to complete our sets of the periodicals indexed in Poole's index (abridged ed.).

Perhaps the most important addition of the year to our Library is the card catalogue of the Library of Congress, for which this Library was designated the California repository.

The most significant work of the Library for the year has been the reclassification of all our books and the preliminary work done toward a new charging system. The work grew out of the investigations by your Librarian, made possible by the consideration of your Board in making possible for him a visit of inspection to the libraries of the East. The work is now well advanced and the new charging system may be looked for in another month.

In concluding this report, your Librarian wishes to call attention to the spirit of devotion to the best interests of the Institute which animates the Library staff, and to thank your Board personally and as a body, and particularly the Library Committee, for the cordial spirit of support given him during the year.

Respectfully submitted,

FREDERICK J. TEGGART,
Librarian.

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President's Report.

SAN FRANCISCO, March 7, 1903.

To the Members of the Mechanics' Institute:

I present to you herewith my report concerning the affairs of the Institute for the year ending March 2, 1903.

Just before the present board was organized, the Folsom-Street lot, which had been a drag upon our resources for so many years, had been sold for $90,000.00. It was immediately decided to apply this entire amount in part payment of the interest-bearing debt, which at that time amounted to $126,000.00, trusting to our income to liquidate the indebtedness incurred in the ordinary course of business, which after deducting the cash on hand amounted to $2,651.21. The payment referred to reduced our mortgage indebtedness to $36,000.00, and instead of paying interest amounting to about $6,800.00 annually, we now pay about $1,980.00 annually, a reduction of more than $400.00 per month. The general prosperity of the city also came to our aid, and under the able management of the Pavilion Committee, our net income from the Pavilion block amounted to $14,020.06 during the last year, an increase of $5,157.08 as compared with the year preceding, which to that time had been the most profitable. We have therefore been enabled to spend more money improving the library and the library service, and the books of the Institute show that for the fiscal year our income has exceeded the bills contracted in the course of business by $5,925.42, as against a slight deficit for the previous year. Our bills are paid as soon as they can be passed upon and audited by the proper committees, and while we have bills amounting to $2,217.07 now undergoing that process, we have $2,852.12 cash on hand. A portion of the surplus referred to was created by the sale of some personal property in the Pavilion, for which we could have no further use, and your Board directed that the money thus obtained should be placed in a separate reserve fund, to which it was decided to add all future receipts from the sale of life memberships. The fund thus established now amounts to $2,651.39, and is deposited in the Mutual Savings Bank in the name of the Mechanics' Institute. It has not yet been decided what disposition will be made of this fund. For the present it cannot be applied upon the $36,000.00 debt, as the terms of the mortgage will not permit payments of less than $5,000.00.

The Pavilion is kept in good repair, but the old buildings on Hayes Street are rapidly deteriorating. I do not favor the plan of going into debt to put up new buildings on Hayes Street, as I think that it is only a matter of short time until we will be able to lease the entire block for a long term of years at a rental which will bring the Institute a fair rate of interest on the value of the property. Several propositions have been made to this end, but thus far the terms have not been satisfactory to the board.

I sincerely hope that the members of the Institute will always hold the property as a magnificent endowment for the library. When it has been satisfactorily leased, a portion of the income may form the nucleus of a fund to be used in erecting a new building upon our Post-Street lot or in some equally desirable location.

The sentiment of our members is opposed to a removal of the library from its present location. Meanwhile the property is becoming more valuable for renting purposes. The premises now occupied by the Mutual Savings Bank are about to be leased at a rental of $450.00 per month in place of $325.00 as heretofore, and we are assured that a like sum could be obtained for the premises on the east side of the library building. Your board is therefore now carefully considering a plan of making an appropriate entrance-hall to the rear of the building by removing the stairway and changing the present front office of the library into a store. The expenditure could be handled without endangering our financial condition, and the contemplated changes would increase our income considerably, enabling us to purchase more books and increase the efficiency of the library. While considering this matter, we have hesitated to give the building the thorough painting and refinishing which it needs so much.

Persistent efforts have been made during the past year to create an interest in our affairs, as we hoped thereby to increase our membership. The Librarian's report shows that our receipts from dues have decreased from $18,602.00 to $17,715.50, a loss of $887.00. The existence of subscription libraries has been made difficult everywhere by the splendid Free Public Libraries, and the low prices at which books can be purchased. The position occupied by the Mechanics' Institute is unique. Endowed as it is, it will eventually be able to exist without collecting dues from its members, but it has not yet reached that point, and the receipts from dues and fees are still necessary. It is my opinion that we all receive full value for the dues which we pay the Institute. It is essentially a coöperative institution, in which each member shares in the management as well as in the benefits. Free access to our books is a privilege we all enjoy, and we hardly realize what a great privilege it is until we consider the limited privileges accorded in other large libraries. We should be proud of it, and should endeavor to have not only our own members but others as well, know that we make use of it as our own library and home.

Mch 7/03.

annual.

President's Report (continued).

During the past year a great effort has been made to improve the service in the library, and increase the use of the library. This is necessarily slow work, as we do not feel at liberty to devote too great a proportion of our funds to that one purpose, and the work of the assistants must be done intelligently. As the reference library becomes larger, greater demands are made upon it, and more use is found for it. I think it is the experience of all libraries that as they grow larger the proportion of money spent for salaries increases, while the percentage spent for the purchase of books becomes proportionately less. We are no exception to this rule. A great deal of care is exercised in the selection and purchase of books, and every effort is made to supply the members with books desired. There is no doubt that the demand for fiction is by far the largest, and forty per cent of our purchases have been made for that department. This is but just and fair.

We must, however, also consider that a good library is not only a place for the circulation of books that amuse, but also of books that instruct. It is in fact the popular university. It should be the aim of the Mechanics' Institute to make its library an important center of knowledge.

It has been the policy of our Librarian to build up a library specially notable in the subjects relating to technology and commerce. A good showing is made in our collection of literature of technology, aided materially by the contributions of the Technical Society. It is intended to improve and increase our books relating to the subject of commerce. It may perhaps be of interest to quote from the report of the librarian the following percentages relating to the purchase of books:—

Fiction	40.3
General	4.9
Philosophy	1.3
Religion	2.3
Sociology	3.7
Science	6.
Useful Arts	9.3
Fine Arts	7.4
Literature	9.8
History, Biography, and Travel	15.
	100.00

I am sorry to state that the attendance at our quarterly meetings has not been good. It is always difficult to get together a quorum to listen to reports and transact necessary business. It may perhaps be a lack of interest on the part of our members, while on the other hand it has been said that there has been nothing to discuss. I have noticed that a call for a special meeting to discuss some matter of importance has always filled our assembly-hall.

The lectures have been kept up regularly, and it is gratifying to note the attendance. No particular course has been followed, but we have tried to provide lectures upon subjects interesting to our members.

The chess-room has received the attention of your board, and it seems to me that the interest of our members for that particular department has been stimulated considerably. We were pleased to aid the Chess Club in procuring the visit of the eminent chess-player, Dr. Emanuel Lasker.

In conclusion, it only remains to state that your Board has acted carefully and harmoniously in the management of the affairs of the Institute, and while we may at times have been criticised for acting too deliberately, it is far better to be slow and sure than to regret any hasty or precipitate action.

RUDOLPH J. TAUSSIG,
President.

annual.

Mch. 7/03.

Mch 7/03.

San Francisco March 7th 1903.

Officers Elected.

Immediately after the adjournment of the Annual Meeting of the Mechanics' Institute, the Board of Trustees of the Mechanics Institute met in the office of the Institute; present at roll call - Trustees, Beanston, Bull, Heald, Irving, Lyons, Mauzy, Mead, Neal, Spaulding, Taussig, von Geldern, Wagoner, Wallis (13) absent and not yet qualified Ford (1).

Mr. Mead called the meeting to order and proposed Mr. Beanston for temporary chairman. The suggestion was adopted and Mr. Beanston took the chair.

The Chair announced that the business before the meeting was the election of officers as required by Section 2 of article VII of the Constitution. The Chair then called for nominations for President.

For President Mr. Mead nominated **Rudolph J. Taussig**. The Chair appointed Messrs. Irving and Heald Tellers for the evening. On motion the Secretary cast the ballot of the meeting and on the tellers report of all the votes cast for Mr. Taussig the Chair declared him elected President.

Mr. Taussig took the Chair and made a brief address.

For Vice President Mr. Bull nominated **George H. Wallis**; on motion the Secretary cast the ballot of the Board for Mr. Wallis and on the tellers report, the Chair declared him elected Vice-President.

For Corresponding Secretary - Mr. Mead nominated **James H. Lyons**; on motion the Secretary cast the ballot of the Board for Mr. Lyons and on the tellers report, the Chair declared him elected Corresponding Secretary.

For Recording Secretary - Mr. Wallis nominated **James G. Spaulding**; on motion the Secretary cast the ballot of the Board for Mr. Spaulding and on the tellers report the Chair declared him elected (Corresponding) Recording Secretary.

For Treasurer Mr. Neal nominated **The Central Trust Co**; Mr. Beanston nominated **The Bank of California**. The first ballot gave the Central Trust Co 7, the Bank of California 6; the second ballot was the same. On the third ballot the Central Trust Co received 8 and the Bank of California 5 whereon the Chair declared **The Central Trust Co.** elected Treasurer.

The President requested the Committees of last year to serve temporarily until the new Committees should be appointed.

Appointed

The meeting then adjourned.

J. M. Cummings
Secretary

J. G. Spaulding
Recording Secretary.

Mch 17/03.

San Francisco March 17th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics Institute was called to order in the Mechanics Institute tonight at 8 o'clock by President Rudolph J. Taussig - present at roll call - Trustees Beanston, Bull, Ford, Heald, Irving, Lyons, Mead, Wallis, Mr. President (9) absent at roll call Trustees Mauzy, Neal, Spaulding, von Geldern, Wagoner, (5).

The minutes of the meetings of March 3rd and 7th last were read and approved.

Ford qualified

The Secretary reported that Trustee elect Percy L. Ford had been duly qualified as Trustee.

Mr. Mauzy entered

Mut Sav Bank to vacate

The Finance Committee presented letter from C. B. Young, containing copy of letter from Mutual Savings Bank stating that they would vacate the premises 33 Post St. by May 1st next.
On motion the letter was referred to the Finance Committee with power to act in regard to the lease to the incoming tenants.

Balance drawn from 2nd Nat'l Bk

Mr. Mauzy moves that the President and Recording Secretary be authorized to draw the balance on deposit in the 1st National Bank and deposit it in the Central Trust Co. to the newly elected Treasurer. The motion was carried by the following vote:- ayes Beanston, Bull, Ford, Mauzy, Heald, Irving, Lyons, Mead, Wallis, Mr. President (9) Noes None.

Radcliffe College

A letter was read from Radcliffe College, Cambridge Mass. asking for use of room in Library for entrance examinations to the College next June. On motion the request was granted.

Assessor

The matter of making returns to the Assessor was referred to the Finance Committee.

Installation Com. confirmed

The Secretary called attention to the fact that at the last annual meeting the President had appointed C. B. Young and Horace Wilson on the Committee to install the Trustees-elect, in place of Chas. M. Plum and Asa R. Wells absent. On motion the Presidents action was confirmed.

Cecilia Choral Socy gets room.

The Secretary stated that the Cecilia Choral Society which had furnished the music for the Institute Concerts last year requested the use of the Assembly Hall for one night to meet and consider plans for continuing their organization. On motion of Mr. Bull the request was granted.

Annual Report printed

On motion of Mr. Mauzy the Institute annual report was ordered printed as usual by the same vote as preceding:- ayes 10. Noes None.

Mch 17/03.

Renting Pavilion 5 years

The Secretary stated that Mr C. Strakosch wished to know if he could obtain a lease of the Pavilion for five years. On motion of Mr Bull, the Secretary was instructed to notify him that the Trustees are willing to lease the Pavilion for five years - as is - for a purpose acceptable to the Institute, and the matter was referred to the Pavilion Committee for further investigation.

Annex lease completed

The Secretary reported that the lease of the annex to C B Poar had been signed and the bond for the performance of the lease had been signed by C B Poar as principal and Fred Eggers and J H Kittenhorn as sureties.

Thanks from Mrs Cumming

The President read a letter from Mrs. Marion Cumming, thanking the Board for resolutions of respect to the memory of her late husband, George Cumming, former vice President of the Institute.

Committees to hold over

The President stated that he had not been able to appoint the standing Committees as yet, and he requested the Committees of last year to hold over until the next meeting.

The meeting then adjourned.

Wm Cumming
Secretary

J G Spaulding
Recording Secretary.

Apr 7/03.

San Francisco April 7th 1903.

The Regular meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig - present at roll call - Trustees Branston, Bull, Ford, Heald, Irving, Mauzy, Mead, Neal, Spaulding von Geldern, Wagoner, Wallis, Mr President (9) absent at roll call Trustee Lyons (1).

The minutes of the previous meeting were read and approved.

Mr. Lyons entered.

The Finance Committee reported cash on hand $ 7154.87 and recommended for payment bills amounting to — $ 5349.51 (See list below).

The recommendation was adopted by the following vote - ayes Branston, Bull, Ford, Heald, Irving, Mauzy, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (14) Noes none.

The Finance Committee also presented report of P. Van Pelt auditor, showing the Institute Books audited to Mch 1st 1903. Received and filed.

List of Bills Ordered Paid

			Forward	4504	09
Pay Roll	1147	50	Gas Consumers Asso'	18	00
Jas. M. Cumming	242	80	Pacific Gas Imp. CO	56	90
Tax Collector	2305	76	J. W. Griffith	52	50
Spring Valley W. Works	77	30	Kennedy-Rabjohn Art Co.	6	75
Pac. States Tel. Co.	35	80	J. Figer	1	05
W. W. Gellespie	18	00	F. P. McInnis	3	50
Cal. Blue Print Co.	7	05	Henry Ernst	22	00
Emanu- El	10	00	W. R. Stewart	5	50
Johns Hopkins Press	8	00	Fisch & Glootz	6	00
Cunningham, Curtiss & W.	15	66	T. V. VanPelt	25	00
Whitaker & Ray Co.	4	00	W. M. Weil	35	15
J. J. Newbegin	11	65	H. Unna Co.	1	87
A. C. McKenzie	7	50	Globe Dis' CO	21	05
Moulton Pub. Co.	5	00	LeCount Bros.	13	30
E. D. Bronson	50	75	Chronicle	2	70
F. M. Stocking	2	40	Examiner	2	25
Engineering &Mining Jr.	2	70	The Call	1	90
Publishers Weekly	8	00	Eving Post	1	50
Mining & Scientific Press	3	50	Bulletin		90
Pac. Rural Press	3	50	Equtable Gas Light Co.	41	35
Chas. Scribner Sons	3	35	Cent. L & M. CO.	7	50
Croscup & Stirling Co.	21	00	Foost Bros.	10	20
L. H. Cary	35	28	H. Esney	43	50
A. M. Robertson	36	21	W. H. Cole	6	00
V. L. Collins	3	00	A. Schersky	1	75
Payot, Upham & Co.	63	74	Twenteeth Cent. Press	12	75
Lemcke & Buechner	240	33	J. M. Torres	10	00
Nat. Conf'rof Charities	1	25	Coml. Pub. Co.	10	00
Smithsonsan Inst.	29	35	J. H. Barry	11	50
Paul Wenzel	20	56	J. Winterburn CO.	11	50
A. S. Clark	6	67	Day & McClinton	8	00
Abend Post	3	90	Brown & Power	4	00
Evening Post	8	40	Gabriel Printing Co.	9	25
J. L. Phelps & Co.	3	00	McNutt Kahn & Co.	2	15
Chronicle	13	65	F. Eastman & Co.	32	00
Guide	1	50	G. Kanzee	70	00
Century Electric Co.	5	46	J. Middleton	49	00
S. F. Gas & Elec. CO	46	55	University of Cal.	165	00
Forward	4504	09	Forward	54	20
				5349	51

May Bank Rent

The Finance Committee presented another report, reporting that they had served a notice (as per copy attached to report) on the Mutual Saving Bank that if their tenancy of 33 Post St should run over April 25th next, their rent would be $ 1000 per month; the report also recom-

Apr 7/03.

$2350 to Reserve

mended that $50 received in March from Life Membership and $300 more be transferred to the Reserve Fund in the Mutual Saving Bank making a total in the Reserve Fund of $5001.32. The recommendation was adopted by the same vote as preceding, ayes 14. noes none.

The Library Committee recommended for purchase, books amounting to $532.20 the recommendation was adopted by the same vote as preceding - ayes 14. noes none.

Lectures closed.

Mr. Von Geldern, for the Lecture Committee recommended that the present Lecture Season be closed without any more lectures. The recommendation was adopted.

Pavilion Automobiles

Mr. Neal for the Pavilion Committee stated that there was an opportunity to rent a portion of the Pavilion for storing automobiles but as the insurance would be affected he wished to know the feeling of the Board on the matter of renting. On motion of Mr. Mead the matter was referred to the Pavilion Committee to investigate further and report at the next meeting.

The President announces the appointment of the following

Standing Committees

Standing Committees for the year.

Finance -	Mead, Bull, Heald.
Building and Repairs -	Irving, Lyons, Mauzy.
Library -	Beanston, Wallis, Spaulding.
Lectures and Classes -	Von Geldern, Ford, Beanston.
Printing and Advertising -	Spaulding, Von Geldern, Mauzy.
Pavilion -	Neal, Wallis, Mead.
New Library Building -	Wagoner, Mead, Ford, Neal, Spaulding.
Membership -	Bull, Wagoner, Lyons.
Constitution and By Laws -	Ford, Irving, Beanston.
Management -	Lyons, Bull, Wagoner, Heald, Mauzy.
Exhibits -	Irving, Von Geldern, Ford.
Machinery -	Wallis, Mead, Irving.
Art -	Heald, Neal, Spaulding.
Music -	Mauzy, Bull, Von Geldern.
Tickets and Admission -	Wagoner, Lyons, Neal.

The Secretary presented report for March. Received and ordered placed on the minutes

Secretarys Report March 1903

March 1. 1903	Cash on Hand		$2852.12
	Receipts		
Library	Dues	$1998.00	
	Ent Fees	48.00	
	Life Mem	50.	
	Books &c	46.45	
	Mut Sav Bk	450	
			$2622.45

Apr 7/03.

Secty (cont'd)

Pavilion Rents	$150.00		
Hayes St.	420.00		
Gas	5.70		
Lighting	2.00		
Damage	3.50		
Licenses	10.	$1944.20	$4566.65
			$7418.77

Expenditures.

Library Salaries	$953		
Pavilion Salary	80.		
General	150		
Interest	165		1348.00
Apr 1. 03 Cash on Hand,			$6070.77

Statement of Rects & Expen.

		Net Rects	Net Expen.
Library	Rects $2622.45		
	Expen 953	$1669.45	
Pavilion	Rects $1944.20		
	Expen 80	1864.20	
General,			$315.00
Increase in Coin			3218.65
		$3533.65	$3533.65

Statement of Bills

	Liby Gen.	Books	Pavil	Genl	Totals
Mch 1. Unpaid	1259.77	493.55	148.75	315.00	$2217.07
Incurred in Mch	2000.52	887.66	1791.85	315.00	4994.03
	3260.29	1381.21	1940.60	630.00	$7211.10
Pd in Mch	953.		80.	315.00	1348.00
Unpd Apr 1	$2307.29	$1381.21	$1860.60	$315.00	$5866.10

	Income	Bills Contracted
Liby	$2622.45	$2890.18
Pavilion	1944.20	1791.85
Genl		315
Excess of Bills	430.38	
	$4997.03	$4997.03

Respectfully

J M Cumming Secty.

New members not reported.

The Librarian presented March report which was received and filed. There was no approval of new members that part of the report not having been filled in.

Wagoner gets leave

Mr. Wagoner asked for a months leave of absence. On motion granted.

The meeting then adjourned

J M Cumming Secty

J G Spaulding
Presiding Secretary

Apr 21/03.

San Francisco April 21st 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Fawcett present at roll call, Trustees Beaneton, Bull, Ford, Heald, Lyons, Mauzy, Mead, Neal, Spaulding, von Geldern, Wallis, Mr. President (12), absent at roll call, Trustees Irving, Wagoner (2).

The minutes of the previous meeting were read and approved.

Lease to Sievers & Boland

The Finance Committee presented copy of Lease to Sievers and Boland for No 33 Post St. which was read. The Lease was for five years from May 1, 1903 at $450 per month and provided that after 2½ years from beginning the Institute could cancel if it wished to sell or rebuild. Some suggestions for changes in the Lease were made and on motion of Mr. Neal, the President and Recording Secretary were authorized to sign the Lease on its approval by the Finance Committee, roll call on the motion being, ayes, Beaneton, Bull, Ford, Heald, Lyons, Mauzy, Mead, Neal, Spaulding, von Geldern, Wallis, Mr. President (12), noes none.

Thomas raised

The Library Committee reported recommending that the salary of Jas Thomas, Janitor be raised from $50 to $55 per month, beginning March 1st last. The recommendation was adopted by the same vote as preceding, ayes, 12, noes none.

To rent to Autos

Pavilion Committee. – Mr. Neal reported against renting any of the Pavilion for automobile storage as referred to the Committee last meeting.

Art Gallery to dancing school

Mr. Neal stated that he had been negotiating with Mrs Foster about renting her the Pavilion Art Gallery for a dancing school, but he wished to know the Board's opinion as often leasing, the school might be found to interfere with the renting of the main Pavilion. On motion of Mr. Mauzy, the Pavilion Committee was authorized to make a temporary lease of one month.

Eccles Choral Soc'y.

A letter was read from the Eccles Choral Society proposing a plan for continuing the Concerts which had been given by the Institute last year. Mr. Lyons states that this letter had been read at a joint committee meeting of the Management, Music and Finance Committees (& Concert Committee), and the Committee had been opposed to accepting the conditions set forth in the letter. The letter was re-referred to the Joint Committee on Concerts.

The Librarian presented the names of the following persons as having joined the Institute, since March 1st last all of whom were on motion approved. (see next page.

Apr 21/03.

New Members

New Members.

J H Helhilm
Carel S Eddy
Elinor Adelsdorfer
R Y Montealegre
Jos F Lieb
D B Frances
A H Stoll
Mrs J E Brooks
Hank J Baker
Mrs W E Osborne
Mary E Fitch
A Klinkhans
Mrs J Newman
O R Sanford
J G Bray
Hilda Nasse
Annetta M. Palumbo
Geo W Colby
Jas F. Watson
Mrs E E Humphries
W F Sweany
W Benj Kronberg
Maude E Waletts
Byron Mauzy (Reft)

Mrs Benj F. Thomas
Richard E Jones
Jas F Cruswold
C H Johnson
G. Delaporte
Mrs J S Hilde
F. F Hood
Geo E Plunger
H E Lowe
Mrs A L Lowell
Richard Deming
E. Connell
Charles Klein
H. A. Tilley
Fred Kahn
Chas Greswell
Mrs Annie E. Tinley
Harry Reavis
Mrs M W Adler
Simon E Davis
J E. Ford
W. W. Healey
Chas K Hale
Mary E. McDonald (Transfer)

W M Cordelle
W E Ekert
Frank J Bramhall
Edward Bould
J S Parsons
H E Corbett
P E. Davidson
W H Wetzeman
Mrs Richard Eccles
Mrs M E Seligman
C A Woodruff
Carl H Clark
E E Stautenberg
E Fellenstein, Mass.
Eric Nordin
Fred S Cuneo
A Scott
Eugene F Watson
Isaac Hodgkinson
Geo A Merrill
Mrs Emil Blatt
Miss Bessie L Morgan
A H Irving
Mrs Bert Lacy (Transfer)

The meeting then adjourned.

Jos McCumming
Secretary

J G Spaulding
Recording Secretary

May 5/03.

San Francisco May 5th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President R. J. Tavaney,- present at roll call, Trustees Beanston Bull, Ford, Heald, Irving, Mauzy, Mead, Neal, von Geldern, Wallis, Mr. President (11) absent at roll call Trustees Lyons, Spaulding, Wagoner (3)

The minutes of the previous meeting were read and approved.

The Finance Committee presented for payment, Pay Roll $1170.00
bill of Deggart 6.40 $1176.40
the bills were ordered paid by the following vote:- ayes, Beanston, Bull, Ford, Heald, Irving, Mauzy, Mead, Neal, von Geldern, Wallis, Mr. President (11) Noes, None.

Mr. Lyons entered.

The Finance Committee presented the following report.

San Francisco May 5, 1903.

Changes & Bldg.

Board of Trustees Mechanics' Institute

Gentlemen:- Your Finance Committee reports as follows-

Plans &c.

In the matter of the changes to the Library Building, your Committee has had a plan drawn up by Reid Bros, architects, and your Committee now asks for authority to have detail plans and specifications made and to call for bids on the same, to be presented at the next meeting of the Board. the cost of changes to the building, exclusive of plumbing, painting &c not to exceed $3500. Your Committee also recommends that it be authorized to present at the next meeting of the Board, a plan for the painting, cleaning, refurnishing &c of the building together with the estimated cost of the same.

Respectfully
L. R. Mead,
Alpheus Bull
E. P. Heald, Finance Committee

The Committee's recommendation was adopted by the following vote:- ayes Beanston, Bull, Ford, Heald, Lyons, Mauzy, Mead, Neal, von Geldern, Wallis, Mr. President (11) Noes, Irving (1).

Sievers Lease signed

Mr. Mead for the Finance Committee reported that the lease of the store No. 33 Post St. to Sievers and Boland for five years from May 1. 1903 had been signed and delivered.

The Library Committee recommended for purchase books amounting to $61.75. The recommendation was adopted by the following vote:- ayes, Beanston, Bull, Ford, Heald, Irving, Lyons, Mauzy, Mead, Neal, von Geldern, Wallis, Mr. President (12)

May 5/03.

Neal complains of newspapers

Mr. Neal called the attention of the Library Committee to the need of more newspaper racks in the reading room and to the way the papers were put on the files. Mr. Beanston stated that the Library Committee had the matter under consideration and would attend to the matter immediately.

Pay for Roosevelt

Pavilion Committee.- The President stated that he had been approached by some of the Committee in charge of the reception to President Roosevelt who wished to know if the Institute would donate the use of the Pavilion the night of the reception to the President. Referred to the Pavilion Committee with power.

Yosemite Lease renewed.

Pavilion Committee- Mr. Neal stated that the Yosemite Club wished to have the present lease of the Pavilion for boxing contests expiring January 1st next renewed for 1904 rent to be $300 per month instead of $276 as at present. On motion of Mr. Neal the Pavilion Committee was authorized to give the Yosemite Club an option on the Pavilion for 1904 under the same terms as the present lease, except that rent was to be $300 per month, option to run to October 1st next, $100 to be paid for the option now.

Mr. Mauzy went out.

Lease of Art Gal for Dancing

Pavilion Committee- Mr. Neal stated that he had been dealing with Mrs. Foster in regard to renting her the Art Gallery for a dancing school. Mr. Bull moved that the Pavilion Committee be authorized to enter into a lease with Mrs. Foster for the Art Gallery for a dancing school for two years at $200 per month she to be allowed to sub let a portion of it; the lease to be reported to the next meeting of the Board for approval. The motion was carried by the following vote:- ayes, Beanston, Bull, Lyons, Mead, Neal, Wallis, Mr. President (7) Noes, Ford, Heald, Irving, Von Geldern (4)

Lease to Skating Rink

Pavilion Committee- Mr. Neal called for the reading of a letter from the Richardson Ball Bearing Skate Co. of Chicago wishing to know the rent of the Pavilion for five months beginning Nov 1st next for a skating rink. Mr. Neal moved that the rent be $2000 per month, the Institute to have the right to use one night per month to fulfill its contract with the Yosemite Club. The motion was carried.

Pay to Examiner for Land Marks

Pavilion Committee- Mr. Neal stated that the Examiner had made a request to be allowed the use of the Pavilion free for one night for an entertainment which it intended giving, the entire proceeds to be devoted to the fund for restoring the California Landmarks. On motion of Mr. Neal the matter was referred to the Pavilion Committee with power.

May 5/03.

J.M. Scott dead.

The President reported that since the last meeting, Irving M. Scott, formerly President of the Institute had died and that he had appointed Trustees Mead and Wallis as a committee to attend the funeral, and that he had attended himself, and that he had ordered a floral piece sent from the Institute. The President's action was approved, by the following vote, - ayes Branston, Bull, Ford, Heald, Irving, Lyons, Mead, Neal, von Geldern, Wallis. (6) noes None. The President not voting.

—

Mr. Neal withdrew.

—

The Secretary presented report for April which was received and ordered spread on the minutes. (See below)

—

New Members

The Librarian presented the names of the following persons as having joined the Institute all of whom were on motion approved.

New Members

Mrs. B. F. Lacy (Reinstated)	Wm. M. Johnson	H. N. Cobb	Robt. Schorer.
N. P. Chipman	Frank F. Bunker	Jas. Peterson	
Mrs. P. N. Cooper	W. S. Stubbs	Anna C. Eyton	

—

Decorating for Roosevelt

Mr. Irving moved that the Committee on Building and Repairs be authorized to spend an amount not to exceed $100 to decorate the Library Building during the visit of Pres. Roosevelt to the city. The motion was carried by the following vote:- ayes, Branston, Bull, Ford, Heald, Irving, Lyons, Mead, von Geldern, Wallis, McPresident (6) noes None.

—

Y.M.C.A. free books

A letter was read from Miss Florence A. Jaros, Reference Library Com. Y.M.C.A. requesting to be allowed to continue use of Library as heretofore. On motion a donation of $9 was ordered payable to the Y.M.C.A. to pay Institute dues on the membership of Miss M. D. Wheeler the association representative in the Institute. The motion was carried by the same vote as preceding: ayes 10 noes none.

—

Com. on res. for J.M. Scott

Mr. Wallis moved that a committee of three be appointed by the Chair to draft suitable resolutions of respect to the memory of Irving M. Scott. The motion was carried. The Chair appointed as the Committee, Trustees Wallis, Bull and Heald.

—

Membership

Mr. Ford brought up the matter of increasing the Institute membership and the Board discussed the matter at some length.

—

The meeting then adjourned.

—

Secretary's Report.

S. F. May 5, 1903

Board of Trustees Mech. Inst. Gentlemen. Below is presented financial statement for April 1903.

April 1, 1903 Cash on Hand $607.77

Receipts

Library	Dues	$ 391.50
	Ent. Fees	30.
	Books Rdrs.	102.35
	Mug Cash Bk.	450
		$ 1,973.85

Pavilion	Rents	$ 1187.00		
	Hayes St. Rents	389.50		
	Gas	44.35		
	Lighting	24.		
	Damage	8		
	Licenses	10.		
	Walks	05		
	Rent of Lumber	10		
	Sales Supts	37.28	$ 1744.13	$ 3717.98
				$ 7788.95

Expenditures.

Library	Books	$ 281.88		
	Lick Fund	7.70		
	Periodicals	331.29		
	Express	419.37		
	Coal	49.92		
	Lectures Bills Payable 70 Prizes 33	162		
	Lighting	131.91		
	Rent & Tax	114.15		
	Salaries	917.50		
	Gas & Oils	693.14		
	Water	41.10	$ 3149.96	
Pavilion	Salaries	80.		
	Labor	18.75		
	Gas	1612.62		
	Oil	41.35		
	Elec.	10.		
	Chimneys	3		
	Plumbing	43.50		
	Glazing	1.75		
	Lumber	7.50		
	Misc.	14.25		
	Repairs Hayward	8		
	Webster "	16.75		
	" Pavilion	19.45		
	Telephone	5.50		
	Glass Paints	6.15	1884.55	
General Salaries $50 - Interest 265			315.	
Reserve Fund	Repairs Trust Deed Bk.		2350.	4699.51
May 1, 03	Cash on Hand			$ 2089.24

Summary of Rects & Expenditures

	Rects	Net Rects	Net Expen.
Liby Expen.	$ 1973.85		$ 1176.11
	3149.96		
Pavilion Expen.	Rects 1744.13		140.42
	1884.55		
General Expen.			2665.
Decrease in Cash		$ 3981.53	
		$ 3981.53	$ 3981.53

Statement of Bills

	Liby Gen	Liby Books	Pav	Gen'l	Total
Unpd Apr 1	$ 2307.29	$ 1383.21	$ 1860.60	$ 315.00	$ 5866.10
Incurred Apr	1362.83	356.82	1478.15	315.00	3512.80
	$ 3670.12	$ 1740.03	$ 3338.75	$ 630	$ 9378.90
Paid Apr	2529.09	620.87	1884.55	315	5349.51
Unpd May 1	$ 1141.03	$ 1119.16	$ 454.20	$ 315	$ 3029.39

	Income	Bills Incurred
Library	$ 1973.85	$ 1717.65
Pavilion	1744.13	478.15
General		315.
Surplus		1205.18
	$ 3717.98	$ 3717.98

Respt. Jno. M. Cummings Sec.

John M. Cummings
Secretary

J. V. Spencer
Recording Secretary

May 19/03.

San Francisco May 19th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig - present at roll call - Trustees - Ford, Heald, Lyons, Mauzy, Spaulding von Geldern, Wagoner, Wallis, Mr. President (9) absent at roll call Trustees Beaneton, Bull, Irving, Mead, Neal, (5)

—

The minutes of the previous meeting were read and approved.

—

The Finance Committee presented and recommended for payment bills amounting to $1794.11 The recommendation was adopted by the following vote - ayes - Ford, Heald, Lyons, Mauzy, Spaulding, von Geldern, Wagoner, Wallis, McPresident (9) Noes None.

Bills Ordered Paid.

					1681	45	
Spring Valley Water W.	29	40	Forward				
University of Cal.	165		Hanak & Hargens		4	80	
Pac. States Tel. & Tel.	19	95					
Merc. T. & L. Co.	9	50	W. Ma. Geolog. Survey		2	05	
Jos. Figer	7		Alex Yost Co.		6	98	
Pac. Gas. Imp. Co.	23		F. W. Barkhaus		2	97	
S. F. Gas & Elec. Co.	47	70	Chas. Scribners Sons		5		
Gas Consumers Ass'n.	9		A. W. Robertson		9		
London & Lancashire Ins.	284	90	H. W. Wilson		8	75	
W. W. Gillespie & Co.	26	50	L. H. Cary		45	24	
Equitable Gas Light Co.	61	90	Chas. L. Taylor		1		
A. Serenski	3	50	Federal Book Co.		7		
G. C. Bornemann & Co.	1	70	Leary Stuart & Co.		2	77	
Frank D. Morrell	1	75	W. W. Hoag & Co.		17	10	
Payot, Upham & Co.	7	10			$1794	11	
John Partridge	28	80					
Cubery & Co.	13	50					
H. S. Crocker & Co.	4	15					
Rent & Meyerderks	10	50					
Sunset Press	10						
Patrick & Co.	1	30					
Twentieth Century Press	16	50					
Bonestell Richardson & Co		60					
Mc Nutt Kahn & Co.	2	25					
Bulletin	18						
The Call	23	40					
Pac. Oil Reporter	15						
Examiner	11	70					
Pac. Coast Press	6						
Lemcke & Buechner	271	19					
Cal. Water & Forest Assn.	2						
Cunningham Curtis & Welch	29	51					
Payot Upham & Co.	345	33					
A. C. McKenzie	16	50					
A. C. McClurg & Co.	143	84					
Elder & Shepard	14	48					
Forward	1681	45					

Approved
Wm Cummings
Secretary

Shelving in Basement — The Library Committee reported recommending that shelving to the amount of $60 be procured and erected in the Map Basement. The recommendation was adopted by the same vote as preceding Ayes 9 Noes None.

—

The Committee on Irving M. Scott resolutions requested further time. Request granted

—

The Librarian presented the following persons as having joined the Library all of whom were on motion approved.

New Members.

New Members

Miss Alice Barrett	Mrs A. T. Moore	E. V. Spiganovich	J. R. Marvin	Jean Lyes
Mrs Lucy B. Fisher	W. Davis	A. W. Lane	Wm R. Wheeler	R. Westover
J. Jardine	Jos. Bessey	H. H. Hecking	Archey Lewis	Mrs Eleanor Cumming
Mrs Eliza Ustick	Mrs. C. H. Blemer	W. C. Watson		Charlotte A. Lewis
Mrs. Getchell	Frank A. Cook	Clifford Taylor		

Knigbaum and Libby Lots. — A letter was read from M. R. Knigbaum & Co. suggesting that the Institute take up again the matter of buying the N.W. Corner Post and Stockton Sts for a library site; the letter inclosed letter from the owner of the property stating that any offer must be made at once as he contemplated leaving the building. On motion of McWallis the Secretary was instructed to acknowledge the letter and to state that the proposition was too big for the Institute to handle.

—

Dr Orlow's lecture room — The Secretary stated that Dr Orlow wished to know if he could rent the lecture room for Sunday lectures. Referred to Lectures Committee to report next meeting.

—

Spaulding leave — Mr. Spaulding was granted a leave of absence for two months beginning June 1st next.

—

The meeting then adjourned
Wm Cummings
Secretary

J. K. Spaulding
Recording Secretary.

June 2, 03.

San Francisco June 2nd 1903.

The Regular Meeting of the Board of Trustees of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Taussig. - present at roll call, Trustees Beaneston Bull, Heald, Irving, Lyons, Mauzy, Neal, von Geldern, Wagoner, Mr President (8) absent at roll call, Trustees Ford, Mead, Spaulding, Wallis (4)

The minutes of the previous meeting were read and approved.

The Finance Committee presented for payment and recommending payment, bills amounting to $2687.26. The recommendation was adopted by the following vote. - ayes, Beaneston, Bull, Heald, Irving, Lyons, Mauzy, Neal, von Geldern, Wagoner, Mr President (10) Noes None.

Bills Ordered Paid

			Forward		1537 26
Payot Upham Co.	296	46	Pay Roll:		
F. J. Teggart	38	15	F. J. Teggart	200	
Jos. M. Cumming	77	10	R. D. Colquhoun	95	
A. C. McClurg	5	32	W. H. Woolcock	82	50
Sievers & Boland	7	50	J. L. Shepard	75	
Lemcke & Buechner	153	18	E. F. Lindsay	52	50
C. M. Mitchell & Co.	156	05	F. M. Lawson	65	
Pac. Aux. Fire Alarm Co.	24		Florence Whittier	75	
Elder & Shepard	5	40	W. McNaught	50	
London & Lanc. Ins. Co.	187	50	Ella Lyons	25	
E. L. Snell,	1	15	Helen B. Guinan	30	
Joost Bros.	10	00	Helen Convery	40	
Equitable Gas Light Co.	34	96	M. Jennings	20	
Chas. H. Jones	129	50	Philip Wiggin	15	
Jno. Quadt	16		J. D. Thomas	55	
Fischbeck & Clootz	2		Albert Bailey	40	
J. C. Branner	2	75	Jos. M. Cumming	150	
Firemans Fund Ins. Co.	18		M. G. Buckley $150	80	
Century Elec. Co.	8			2687 26	
Globe Disinfecting Co.	20	80			
Jno. Partridge	2	50			
W. N. Brunt	11	90			
Spring Valley W. W.	43	75			
W. P. Fuller & Co.	2	85			
S. F. Gas & Elec. Co.	33	90			
Jas. H. Barry	2	50			
J. C. Irvine & Co.	1	75			
Jos. Figer	2				
University of Cal.	165				
Sunset Press	9	25			
Phillips Smyth & Van O.	45				
A. Zellerbach & Son	4				
Hicks-Judd Co.	4	50			
Amer. Type Founders Co.	3	75			
Bonestell, Richardson & Co.	2	20			
Moise-Kleiner Co.	2	40			
Forward	1537	26			

Wm Cumming Secty

The Finance Committee reported as follows -

Sievers to get basement

"Your Committee is not ready with its final report on the matter of Library Building changes.

Messrs Sievers and Boland now have the store at No 33 Post St, about 65 ft in depth, without a cellar, and under the terms of the lease, we have the privilege of taking twenty feet of this space and giving them the basement underneath their store instead of it. Sievers and Boland are very anxious to have us decide finally whether we will cut their store down and give them the cellar, as they wish to build an ice house for keeping their flowers, and their business is suffering now because they can not do so until they know definitely whether they can put it up

in the back part of their store or in the basement. The portion of the basement underneath their store has all been cleared out. No matter what changes in the Library Building may be made, the 20 ft. which we can take from the store on the main floor and put into the Library would be better than the space in the basement. We recommend that Sievers and Boland be notified that we will take the back of their store for Library use and give them the space in the basement."

Respectfully
Alpheus Bull
E. P. Heald Finance Committee

On motion the Finance Committees recommendation was adopted.

Decorations B&R com approved.

The Building and Repairs Committee presented the following report - "At the Board meeting of May 5th last, your Committee was authorized to expend $100 to decorate the building during the visit of Pres Roosevelt to this city. After considering the matter carefully, your Committee came to the conclusion that it would be unwise to spend any money on temporary decorations, and that it would be better to purchase decorations which could be put up any time in the future when it was desired to decorate. Accordingly your Committee purchased 14 flags and flag poles and had the necessary fittings made so that one of these flag poles could be put out of each window on Post St. The amount of bills for this work is $153.40. The labor and for putting up the fittings is $30 and the balance of $153.40 is represented by decorations which can be used whenever desired. Your Committee respectfully requests approval of its action."

Respectfully B6 Irving
James H Lyons
Byron Mauzy Bldg&Rep Com

On motion of Mr Bull the report was adopted and the Committees action approved by the same vote as preceding Ayes 10 Noes None.

Decorating Bills Pd.

On motion of Mr Neal, the following bills incurred by the Building and Repairs Committee in connection with the decorations, - Todd Pelles $ 34 50
Cal Mill Co. 64 80
F Brad & Co 33 40
Sadler & Co 47 20
$ 182 90

were ordered paid by the same vote as preceding; - ayes 10 Noes None.

The Library Committee recommended for purchase, books amounting to $694.20. The recommendation was adopted by the same vote as preceding ayes 10, Noes None.

Lby Com to get rid of old books

Library Committee - Mr Beaneston stated that there were a large number of old and worn out volumes of fiction in the basement, which

June 2/03.

showed be disposed of, and he recommended that the Library Committee be authorized to act in the matter of disposing of them & the best interest of the Institute. The recommendation was adopted.

Praise for Petroleum Bulletin

Mrs Blanchard read letters from Bernard Bienenfeld and from the Cal. Petroleum Miners Assn. addressed to the Librarian and highly commending the recent issue of the Mechanics Institute Reference List No 1 on Petroleum, prepared by the Librarian.

Fire at Pavilion more Hose

Pavilion Committee - Mr. Neal reported that the Pavilion roof had caught fire on Friday May 29th last, from a fire across on Grove St. and that the janitor had put it out with one of the hose reels. Mr Neal recommended that 200 ft. of hose additional for the Pavilion hose reels be bought so that every part of the roof could be reached in case of fire.

On motion of Mr Bull, Mr Neal was authorized to buy the hose, by the same vote as preceding - ayes 10 noes none.

Ad in Chronicle

The Membership Committee presented the following report:-

"Your Membership Committee recommends that it be authorized to enter into a contract with the Chronicle for a term not to exceed one year for an advertisement of the Institute in the Sunday Chronicle on the Book Review page, at a cost not to exceed $5 per week.

Respectfully Alpheus Bull
James N Lyons
Luckey Wagoner, Mem Com.

The Committees recommendation was adopted by the same vote as preceding, ayes 10, Noes None.

Resolutions D.M. Scott.

The Committee on Scott resolutions, through Mr Heald, presented the following

Mechanics' Institute, San Francisco Cal

In Memoriam.

Whereas, Irving Murray Scott, a great Captain of Industry, whose fame as a builder of battle ships was world wide, and who for five years was Trustee of the Mechanics Institute and for three years its President, has been called away from the field of his earthly usefulness; and

Whereas, His generous personality, his exemplary relations both in public and private, and the genius that raised him from the humblest walks of life to the highest positions of honor and trust, make his death a distinctive loss to the community, as well as to us personally; and

Whereas, Apart from his industrial achievements, he was a wise and trusted counsellor, was foremost in all that would promote the national advancement and civic welfare, and embodied in his life the qualities that comprise the full heritage of American manhood; and

June 2/03.

Whereas, He ardently loved California, was eventful to her interests, and with prophetic insight saw the future greatness of the Pacific Coast - the tenor of his discourses to intimate friends being always in praise of his adopted state and her people; and

Whereas, It is fit and proper that we bear loving and sincere testimony to his brave and useful career, the memory of which should serve to spur the ambition of our youth to the most worthy purposes and highest aims; therefore be it

Resolved, By this Board of Trustees, that in the death of Irving Murray Scott, San Francisco has lost one of its foremost citizens and this Institution one of its most honored and devoted members. Be it further

Resolved, That this Board extend its sympathies to the widow and family in their bereavements, and that an engrossed copy of these resolutions be sent to them, as well as entered upon the minutes of this Board.

Geo H Hallis
Alpheus Bull
D Heald
} Committee

On motion of Mrs Blanchard the resolutions were adopted, by the same vote as preceding, ayes 10, noes none.

The Secretary presented report for May which was received and ordered spread in the minutes.

Secretary's Report.

May 1. 1903 Cash on Hand - $2089.24

Receipts

Library Dues	$862		
Ent Fees	28.		
Books	66.50		
Rents	450.	$1406.50	
Pavilion Rents	506.		
Hayes St.	445		
Lighting	6		
Gas	39.35		
Sales of Materials	4645	1042.80	$2449.30
			$4538.54

Expenditures

Library Books	638.34	
" Lick Trust	275.19	
Periodicals	95.40	
Fence	41.18	
Lighting	79.70	
Printing	94.70	
Salaries	940.	
Water	14.60	$2179.11

June 2/03.

Pavilion Salary $80
Ga 61.90
Mantels 26.50
Insurance 284.90
Glazing 3.50
Walter Hayes St. 7.55
" Pavilion 7.25
Telephone 4.80 $476.40

General Salary 150
Interest 165 315.00 $2970.51

June 1. 1903 Cash on Hand $1568.03

Summary of Rects & Expenditures

		Net Rects	Net Expen.
Libry	Rects $1406.50		
	Expen 2179.11		772.61
Pav	Rects 1042.80		
	Expen 476.40	$566.40	
General	Expenditures 315		315.
Decrease in cash		521.21	
		$1087.61	$1087.61

Statement of Bills

	Libry Gen	Booths	Pav	Gens	Total
Unpd May 1	$1141.03	1147.16	476.40	315.00	3029.39
Incurred in May	1727.65	325.88	377.26	315.00	2772.79
	$2868.68	$1472.04	$831.40	$630.00	$5802.12
Pd in May	1170.18	1008.93	476.40	315.00	2970.51
Unpd June 1.	$1698.50	$463.11	$355.00	$315.00	$2831.61

	Income	Bills Incurred
Libraary	$1406.50	$2080.53
Pavelion	1042.80	377.26
General		315.00
Deficiency	323.43	
	$2772.73	$2772.73

Respectfully
Jos M Cummings Secty

The Secretary presented report for preceding quarter which was read and ordered presented at the coming Institute Quarterly meeting.

The Librarian presented report for May which was received and the following persons names thereon as having joined the Institute were on motion approved.

New Members

New Members

W. L. Mast — A. L. Parsons — E. T. Dumble — Paul Elder
Russell Wood — Miss Myrtle Chance — W. D. Campbell — Ardelle Cummings
E. W. von Tenden — Eugene Woog.

The Librarian presented report for the previous quarter which was read and ordered presented at the coming Institute Quarterly meeting.

June 2/03.

A letter was read from Laurence D. Scott thanking the Board for floral tributes sent @ funeral of Irving M. Scott.

Bull Rec Sec pro tem.

The President brought up the matter of the necessity for filling the office of Recording Secretary during Mr. Spaulding's absence from the city. Mr. Neal presented the following and moved its adoption:

Resolved – That Trustee Alpheus Bull be and he is hereby appointed Recording Secretary, pro tem of the Mechanics' Institute, with full power to perform all the duties of that office,

Resolved, that the said Alpheus Bull, Recording Secretary pro tem be and he is hereby authorized to sign all checks drawn by the Mechanics' Institute on its Treasurer, the Central Trust Co, and

Resolved, that the Central Trust Co. be sent a copy of these resolutions.

Mr. Neal's motion to adopt the resolutions was carried.

Baldwin & Howell sign and chimney

Mr. Neal brought to the attention of the meeting that Baldwin and Howell the new lessees of the building on the east side of the Library Building had attached a sign and a smoke stack to the Library Building wall without permission from the Institute. Referred to Committee on Buildings and Repairs.

The meeting then adjourned
Jos M Cummings

William Bull
Recording Secretary
pro tem.

June 6. 1903
Quarterly Meeting No Quorum Present
Jos M Cummings Sec

June 16/03.

San Francisco June 16th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig.- present at roll call Trustees - Beanston, Bull, Ford, Heald, Mead, von Geldern, Wagoner, 7 Vice President(s) absent at roll call Trustees Irving, Lyons, Mauzy, Neal, Spaulding, Wallis (6)

The minutes of the previous meeting were read and approved.

The Finance Committee presented report of P. Van Pelt Auditor, showing Institute Books audited and found correct to June 1. 1903. Received and filed.

The Library Committee recommended for purchase, books amounting to $402.65. The recommendation was adopted by the following vote.- ayes, Beanston, Bull, Ford, Heald, Mead, von Geldern, Wagoner 7 Vice President(s) noes none.

The Librarian presented the names of the following persons as having joined the Institute all of whom were on motion approved.

New Members.

A J Cuthbert	Thos Tellen	W H Orrick
F L Hall	J J Vaxquez	Mrs J Mackenzie (Transfer)
Walter Leech	Lucy H Fletcher	Miss M L Bird
Jacob Phillips	Wm L Murphy	W H Orrick Jr & Smith
Miss J E Donsey	Wm C Ridge	J N Nabbell
Miss C F Austin	Jno Caffrey	Miss L A Meyer
Jno Russell	Mrs C J Burch	H C Parsons

Delinquents

The Librarian presented list of ~~187~~ 185 members delinquent in their dues for one year or more to June 1. 1903. On motion of Mr. Bull the membership of the persons reported by the Librarian was declared cancelled. See list of delinquents next pages.

Harvard Entrance Examinations

A letter was read from Frank J. Symmes for Harvard University requesting the privilege as heretofore of using a room in the Institute building for the Harvard entrance examinations the week of June 22nds. On motion of Mr. Heald the request was granted.

See pp 662 and-3 for delinquents.

June 16/03.

Delinquents

DELINQUENTS

Memberships forfeited June 16. 1903.

Frank Zook, June 1, 1900.
J. D. Brown, Mch. 1, 1901.
D.W.Martendell, Sept.1, 1900.

3.

June 1, 1901.

Acklom, Alfred E.
Baer, E.C.
Beuret, E.D.
Brandon, ~~Xxxxxxxxxx~~A.R.
Browne, Morgan L.H.
Crowley, Thos.
Dally, J.F.
Deeney, Geo. F.
Dunstall, Ernest.
Fish, Ton Eyck.
Freeman, J. F.
Freeth, W. A.
Garr, Miss Laura.
Hammond, W.R.
Harkinson, Mrs. J.L.
Hill, Robt. A.
Hogan, John S.
Hoogs, Miss Lilian.
Ingall, Miss Ethel.
Lauden, M.K.
Malowansky, John.
Martenet, R. W.
Mayard, Arthur B.
Mooney, Miss A.
McCarthy, Eugene.
McLean, Malcolm.
Norton, F.A.
Oliphant, Robt. C.
Parker, Mrs. R.
Pearson, Mrs. M. E.
~~Purcell, A. P.~~ resigned
Quinn, Peter H.
Ray, Fred.
Rhades, L.
Robinson, T.
Rosenblum, Henry.
Ross, Andrew.
Seager, A. L.
Stephens, J. R.
Thane, Jas. N.
Webster, Edward.
Willman, Alex.

(4 3) 41.

September, 1, 1901.

Ashford, Clarence W
Barre, Herbert A
Brison, Wm. M.
Browne, Frank J.
Cameron, S. R.
Clark, A. L.
Dorman, W. F.
Goodwin, Wm. L.
Gosbee, Mrs. A. A.
Greenberg, Mrs. Leon.
Hatch, Mrs. Emma S
Logan, Hugh B.
Mau, Arthur H. C.
Meredith, B. E.
Morgan, Llewellyn.
O'Brien, Mrs. Lida B.
Orbell, F. D.
Peterson, L.M. C.
Rushner, Cliff B.
Schadde, Wm. A.
Schmieden, R. Von.
Schmits, Fred.
Shrader, J. L.
Spencer, J. M.
Stack, T. J.
Stoney, Donzel.
Thacker, Wm. L.
Thurston, C. P.
Walker, A. L.
Wash, Benj. S.
Welham, J. T.
Williams, Charles.
Winsten, Bruce.
Wright, C. H.
Macdonald, J.J.

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December 1, 1901.

Adams, W. R.
Bailey, L. H.
Barnes, W. W.
Beers, Miss Edith
Bussey, Miss K.
Butler, John K.
Chase, F. W.
Day, Mrs. F. B.
Dole, Mrs
Doud, D. M.
Drew, Miss Stella R.
Frodsham, H.
Gigerich, Adam J.
Heyer, Chas. W.
Huntington, W. V.
Junghaendel, Max.
Kimball, Amos W
Laib, Jos. Jr.
Loskay, Mrs. M. P.
Maguire, Miss Florence.
Michaelis, Theodore.
Nolte, Mrs. I. A.
Peterson, Miss Ina L. fwd
Randall, Prof. H. I.
Rothschild, Herbert Lionel.
St. Clair, Robt. A.
Sargent, E.O.
Sinclair, N.J.

80
79

June 16/03

Delinquents

Delinquents

continued:

Smoot, Charles H
Stadelmann, F.
Stevens, David M
Weston, F. F.

for 79 86 [2]

32

March 1, 1902.

Baur, John.
Baxter, Mrs. C. A.
Bourke, Mrs. J. F.
Colton, Miss Lena W.
Fick, August F
Fischer, Charles.
Henry, W. R.
Herold, Jos. C.
Irwin, James.
Jurs, Henry F.
Kennelly, E.J.B.
Keser, Louis.
Kirby, Louis P.
Kirk, Robert C
Lewandowski, Mrs. J. A.

Mallon, Miss Mary E.
Masson, R. S.
Moffatt, Eugene.
Mc Glashan, Miss J.
Mc Math, J. B.
O'Brien, P.J.
Pierce, E.I.
Potter, Edwin S.
Savage, L. F.
Schutze, Fred.
Sorenson, C. A.
Sparrow, E. R.
Thompson, I. H.
Walker, H. D.
Whittle, Miss Elsie M 31
Young, Henry A.

Coupled Com Town Cummings Rec

June 1, 1902.

Adams, L. S.
Armstrong, J. J.
Bacigalupi, C.
Beale, T.
Beatty, Mrs. W.H.
Paid ~~Behr, Herman.~~
Brenkman, F.
Challs, M.
Clough, Alton H.
Constantin, E. B.
Dunne, Eugene.
Paid ~~Durrell, Car; W.~~
Gaylord, R. H.
Goddard, Miss Ada E.
Graham, F. M.
Hartman, E. P.
Hickok, Mrs. H.
Howard, J.H.P.
Hynes, W.F.
Katsch, C.M.
~~Keene, R.E.~~ Paid
Kelly, Geo. C.
Kern, L.A.
Kelter, Mrs. M. P.

Lafler, H. A.
~~Liesner, Mrs. P.~~ Paid
Mauzy, Mrs. E. R.
Melville, R. P.
Meredith, C.S.
Merril, G. B.
Mitchell, A.
Mosher, H. M.
Murphy, Geo.
Moses, R. P.
McMillan, Mrs. J.M.
Newsom, J.B.
~~Rainter, J. M.~~ Paid
Pollard, Dr. F.
Russell, Thos. A.
Schroeder, Mrs. F. H.
Slosson, H. L. Jr.
Smyth, T. J.
Tevis, Sam'l.
Tisdall, Mrs. W. S. 43 ~~44~~ 0
Townsend, Mrs. Florence.
Varsi, G.
Waymire, J. A.
makes RR

Total 188.
Paid afterward, 187
final no. 186
185.

The meeting then adjourned
J.M. Cumming
Secretary

Stephen Bull
Recording Secretary
pro tem.

July 7/03.

San Francisco July 7th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig - present at roll call - Trustees Beanston, Bull, Ford, Heald, Lyons, Mauzy, Mead, von Geldern, Mr President (9) absent at roll call Trustees Irving, Neal, Spaulding, Wagoner, Walls (5)

G.A.R. entertainment

Messrs W.E. Lutz and F. Bergin were present. Mr Lutz addressed the Board and stated that the G.A.R. Encampment was to be held here next August and the Committee in charge wished to hold an entertainment at the Mechanics' Pavilion to raise funds for the Encampment and he requested the Institute to donate the use of it for that occasion. Messrs Lutz and Bergin then withdrew.

Mr. Neal entered while Mr Lutz was speaking.

The minutes of the previous meeting were read and approved.

Mr. Wagoner entered.

The report of the Finance Committee was deferred till later in the evening.

The Library Committee presented report (signed only by Mr Beanston) recommending purchase of books amounting to $271.80. The recommendation was adopted by the following vote:- ayes, Beanston, Ford, Heald, Lyons, Mauzy, Mead, Neal, von Geldern, Wagoner, Mr President (10) noes, None, absent from the room Bull (1).

Miss Lyons raise

The Library Committee presented report (signed only by Mr. Beanston) recommending
1. That the salary of Miss E. Lyons, Library Cashier be raised from $25 to $30 per month, beginning June 1st last and
2. That the former ladies room on the second floor which is to be used as cataloguing room have a door to shut it off from the main room.

Door to cat. room

The first recommendation was adopted by the same vote as preceding, ayes 10, noes none, absent from room (1)
The second recommendation was on motion referred to the Committee on Buildings and Repairs to report on its cost.

Rate G.A.R.

Pavilion Committee - Mr Neal moved that the rent to the G.A.R. for entertainment referred to above be $150, gas to be included. Mr. von Geldern moved to amend amount to $175. the amendment was lost. Mr Neal's motion was carried.

The Finance Committee presented bills amounting to $2499.23, and recommended their payment. The recommendation was adopted by the

July 7/03.

following vote:- ayes, Beanston, Bull, Ford, Heald, Lyons, Mauzy, Mead, Neal, von Geldern, Wagoner, Mr President (11) Noes None.

Bills Ordered Paid.

Pay Roll:

F.J.Teggart	200	
R. D. Colquhoun	92.50	
W. H. Woolcock	82.50	
J. L. Shepard	75.	
E. F. Lindsay	52.50	
F. M. Lawson	62.50	
Florence Whittier	75	
W. McNaught	50	
Ella Lyons	25	
Helen B. Guinan	30	
Helen Convery	40	
W. Jennings	20	
Philip Wiggin	15	
J. D. Thomas	55	
Albert Bailey	40	
Mrs. Pries	23.35	
Jos. M. Cumming	150.	
M. C. Buckley	80	1168 35
Jos. M. Cumming		103 05
F. J. Teggart		36 85
Spring Valley Works		30 75
Cunningham Curtis Welsh		43 78
Lemcke & Buechner		131 91
J. J. Newbegin		21 20
J. Tauzt & Co.		11 20
Pub. Weekly		8
J. H. Boden & co.		4
A.M.Robertson		26 66
Harry Falkenau		75
Chas. Scribner		11 04
Bancroft Whitney Co.		5
Ross Morgan		4 50
W.F.Street		5
fwd		1612 04

fwd		1612 04
A. Kingsbury	3	
Daly & Curran	15	
Pac. Coast Miner	4	2
Keuffel & Esser Co.	4	50
Alex Yost Co.	8	38
Amer. Park & Out door Assn.	4	82
Elder & Shepard	1	
Evening Post	8	40
The Guide	1	50
Chronicle	14	70
Club Life	1	
Cumulative Index Co.	5	
Sherman Clay & Co.	3	83
Jno. Kitchen Jr. & Co.	64	16
Hicks Judd Co.	55	
Equitable Gas Light Co.	6	90
A. Serensky	8	15
W. W. Gillespie	17	25
Bowers Rubber Co.	46	40
N. Clark & Sons	7	52
Gus Faber	5	
J. P. Brownlee	2	90
Joost Bros.	4	75
H. Eisner	60	50
Library Bureau	116	72
John Partridge	13	75
Cubery & Co.	13	50
Tomoye Press	16	50
Jos. Winterburn	3	50
H.S. Crocker	1	50
Payot Upham		50
Chronicle	1	20
Bulletin	1	15
Examiner	1	35
Evening Post	1	50
fwd	2139	13

fwd	2139	13
Call	1	25
P. Van Pelt	25	
Pac. States Tel. Co.	15	
Merc. T. & L. Co.	6	50
Gas. Consumers Assn.	9	
Pac. Gas Imp. Co.	22	05
S. F. Gas & Elec. Co.	34	30
F. P. McInnis	82	
Univ. of California	165	
	2497	3

...rman Finance Committee.

$505 Res Fund. The Finance Committee reported, recommending that $50 received in June for Life Membership be transferred to the Reserve Fund and deposited in the Mutual Savings Bank. The motion was carried by the same vote as preceding:- ayes 11, noes None.

The Secretary presented report for June which was received and ordered spread on the minutes

Secretary's Report for June

June 1, 1903 Cash on Hand — $1,568.03

Receipts

Dues	$205.50	
Ent Fees	38.	
Life Membership	50	
Books Sold	95.70	
Sewers & Boland	450	2,839.20

July 7/03.

Pavilion Rents	1000		
Hayes St Rents	476.50		
Lighting	2.		
Gas	5.06		
Sale of old material	4.10	1487.65	$4326.85
			$5894.88

Expenditures

Library	Books	$387.82	
	Lick Fund	9.05	
	Periodicals	66.24	
	Expense	62.70	
	Lighting	41.90	
	Print & Sta	127.50	
	Salaries	920.	
	Water	16.50	
	Insurance	385.55	
	Furniture	182.90	$2200.16
Pavilion	Salary	80.	
	Labor	5	
	Gas	34.95	
	Insurance	129.50	
	Water Hayes St	5.30	
	Garbage	12.	
	License	21.	
	Water Tax	21.95	
	Repairs Hayes St	27.70	
	H.D.W. Paint	16.45	
	Lime	11.15	355.00
General	Salary	150.	
	Interest	165.	315	2870.16
July 1, Cash on Hand				3024.72

Summary of Receipts & Expenditures

	Receipts	Expenditures	Net Expenditures
Library	Recpts 2839.20	Net Expen 639.04	
	Expen 2200.16		
Pav	Recpts 1487.65	1132.65	
	Expen 355		
Gen	Expen 315		315.
Decrease in Cash			1456.69
		$1771.69	$1771.69

Statement of Bills

	Liby Gen	Liby Bks	Pav	Gen'l	Total
Unpd June 1st	$1678.50	$463.11	355.00	315.00	2831.61
Incurred June	1138.80	385.48	254.27	315.00	2093.55
	$2817.30	$848.59	$609.27	$630.00	$4925.16
Paid June	1737.05	463.11	355.00	315.00	$2870.16
Unpd July 1.	$1100.25	$385.48	$254.27	$315.00	$2055.00

Income

Liby	2839.20
Pav	1487.65
Gen	
Surplus	
	$4326.85

Bills Incurred

	$1524.28
	254.27
	315.
	$2093.55
	4326.85

Respy Submitted Jos M Cumming

The Librarian presented report for June which was received and the following persons named therein as having joined the Institute were on motion approved.

New Members

New Members.

Reg Knupp	A Russell	Lizzie Glasson
Mrs F M Russell	J O Kellings	Lulu E Eaglesn
L F Kelly	C Roefson	J Hollub
May Ward	J E Mackay	Chas List
Geraldine Bonner	Jas J Welsh	Mary A Foster (Transfer)
Jas W Donald	Bert Schlesinger	W F Kuhl.
Jno L Cook	J M Cashen	

Post St Imp Club & treasury

A letter was read from the Post St Improvement Club making statement of expenditures and suggesting that the balance left in the Treasury be used as a nucleus of a fund to decorate Post St for the G. A. R. Encampment next month.

On motion of Mr Heald, the Secretary was instructed to notify the Club that the suggestion to decorate was approved by the Board.

Wallis leave

On motion Trustee Wallis was granted a leave of absence for one month on account of sickness.

Secty vacation

On motion the Secretary was granted a two weeks vacation.

The Meeting then adjourned.

J M Cummins
Secretary

William Bull
Recording Secretary
pro tem.

San Francisco July 21st 1903.

The regular meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Tawsey - present at roll call - Trustees Beaneton, Bull, Ford, Lyons, Mauzy, Mead, von Geldern, Mr President (8) Absent at roll call Trustees Heald, Irving, Neal, Spaulding, Wagoner Wallis (6).

The minutes of the previous meeting were read and approved.

Door to Cat Room

The Buildings and Repairs Committee reported that the cost of a door into the new catalogue room on the second floor would cost $15. On motion the Committee was instructed to have the door put in by the following vote:- ayes, Beaneton, Bull, Ford, Lyons, Mauzy, Mead, von Geldern, Mr President (8) Noes None.

Mr Heald entered.

Membership

The Membership Committee presented the following report -

San Francisco July 21. 1903.

Board of Trustees Mechanics' Institute -

New circulars

Gentlemen:- The Membership Committee reports as follows -

1. We recommend that 1000 copies of a new circular be printed, setting forth the advantages of membership in the Institute.

We have been granted permission by the California Promotion Committee to place this circular in their rooms so that strangers visiting the City will learn about the Institute and the circulars will be drawn especially for the information of strangers in the City.

abuse of Liby

2. The Librarian informs us that there are a great many people who come into the Library and request to see newspaper files, directories &c. Most of these people are not members of the Institute and your Committee recommends that as these requests for use of the Library from non-members seem to be increasing, that hereafter persons not members of the Institute be not allowed to consult the books in the Library and particularly the newspaper files and books of reference.

In the opinion of the Committee, the membership of the Institute would be more likely to increase were it not for the fact that it is generally assumed that the Institute rooms can be used by anybody.

Your Committee brings this matter to the attention of the Board for its consideration as to whether it would be wise to restrict the general use of our rooms and to what extent.

Respectfully James H Lyons
Luckey Wagoner
Arthur Bull Membership Committee

The first recommendation was on motion of Mr Heald adopted and the printing Committee instructed to print the circulars to the number of 5000 if deemed necessary. Roll call on the motion being as follows - ayes Beaneton, Bull, Ford, Heald, Lyons, Mauzy, Mead, von Geldern, Mr President (8) Noes None.

Mr Wagoner entered.

July 21/03.

Mem. Com. report

Fords amend.

Pt. order.

Report amended.

Leon to enforce rules

The second recommendation was then discussed. Mr Mead moved its adoption.

Mr Ford moved to amend the recommendation so as to exclude from its operation, duly authorized representatives of the press, who shall be permitted to consult the Library under such rules and restrictions as may be hereafter adopted for that purpose.

Mr Beaneton raised the point of order that the effect of such rule will allow non-members to use the Library - which is contrary to the rules. Point of order sustained by the Chair.

Mr Beaneton moved to strike out of the report, all of the second, recommendation and everything following it, and to substitute in its place and stead the following:-

Whereas, The General impression has gone abroad that the rooms of the Institute are practically free to all people, and

Whereas, This Board is informed by its Librarian that a great many people who come into the Library and request to see newspaper files, directories &c, are not members of the Institute, and

Whereas, The presence of the Library by non-members is increasing and is taking up a great deal of the time of our attendants and is resulting in a great deal of inconvenience to the Institute, and

Whereas, the use of our Library and Building by non-members is a clear violation of Sections 10 and 17 of the Rules of this Library, and, contrary to the Constitution of the Mechanics' Institute, article VIII Sections 1, 2 and 5, therefore, be it

Resolved, that the Librarian and through him the attendants of the Library be and are hereby instructed to hereafter see to it that the rules of this Library especially those quoted, are strictly adhered to.

The amendment proposed by Mr Beaneton was accepted by the Membership Committee on on motion the report as amended was adopted.

—

Friedlander Pavilion

A letter was read from S.H. Friedlander making proposition for rent of Pavilion. Referred to Pavilion Committee to report next meeting.

Poultry Show

A letter was read from the Oakland Poultry Show, wanting to know, if, in case they rented Pavilion for a poultry show they could use the regular oil lamps with the incubators. Referred to Pavilion Committee with power.

—

Baldwin & Howell sign

A letter was read from Baldwin and Howell lessees of building 29 Post St. asking permission to attach sign to east wall of Library Building. Received and filed.

—

Irving Leave

Trustee Irving being away from the City, was given leave of absence for 60 days.

—

The Librarian presented the names of the following persons as having

joined the Institute, all of whom were on motion approved.

New members.

New Members.

Chas M Young	Mrs J B Kelly	Miss Loretta Carroll (Transfer)
Mrs M L Sleeley (Transfer)	E H Moores	Miss H B. Hawker
Miriam Healy (Transfer)	J H Carlin	J a Marshall
Carl M Tillison	Mrs Mary McAuliffe	Miss D E Dickinson
Chas R Wilson	L A. Levy	Mr E H McKinstry (Transfer)
C M King	Mrs A B Butler	J L Hawley
Chas E Faulkner	M J Smith	C K Lamb
Geo M Scott	W H Stinson (Transfer)	Maud Edgren
E J Carson	A M Mayers (Transfer)	Miss J H Browne
J H Barto (Transfer)	Dr A Hilkeling	Samuel L Pool
Mrs F Reichenberg (Transfer)	Geo E Crump	H G Sorensen
B M Jacobs	Morton Madsen	J M Franklin

—

The meeting then adjourned.

J S M Cumming
Secty

William Bull
Recording Secretary
pro tem.

Aug 4/03.

San Francisco August 4th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Tarpey — present at roll call — Trustees Beanston, Bull, Heald, Irving, Lyons, Neal, von Geldern, Wagoner, Mr President (9) absent at roll call Trustees Ford, Mauzy, Mead, Spaulding, Wallis (3); Librarian F. Leggett acting in the absence of Secretary Cumming.

—

The Minutes of the previous meeting were read and approved.

—

The Finance Committee presented and recommended for payment July Pay Roll amounting to $1169.90, the recommendation was adopted by the following vote — ayes — Beanston, Bull, Heald, Irving, Lyons, Neal, Von Geldern, Wagoner, Mr President (9) noes none.

—

Space back of No 33 to be taken into Liby.

The Building and Repairs Com. presented report stating that Sievers and Boland had vacated the rear portion of their store and were now occupying the basement and recommending that the space vacated be brought into the Library.

On motion the Committee was instructed to ascertain the cost of the work necessary to re-arrange the space so as to include it in the Library.

—

The Library Committee recommended for purchase books amounting to $527.75 the recommendation was adopted by the same vote as the previous roll call, — ayes 9 noes none.

—

Mr Mauzy entered.

—

The Lectures Committee presented the following report —

San Francisco Aug 4/03.

University Extension Lectures established.

Board of Trustees Mechanics Institute.

Gentlemen — Your Lectures and Classes Committee having taken up the question of Lectures for the ensuing season, has formed the opinion, that it would be desirable to have a course of Lectures on one subject, rather than a number of unrelated Lectures by different speakers.

That such a course may be carried on effectively, your Committee recommends.

1 — That it be empowered to enter into arrangements with the University of California by which a University extension (course) center will be established in the Mechanics' Institute,

2. That it be empowered to secure a course of 12 Lectures, preferably by Prof H. Morse Stephens at an expenditure of $300.00

Respectfully,

Geo Beanston
Alo von Geldern
} Lectures and Class Committee

Aug 4/03.

The Committees recommendations were adopted by the following vote — ayes, Beanston, Bull, Heald, Irving, Lyons, Mauzy, Neal, von Geldern, Wagoner, Mr President (10) Noes none.

—

Pav. Friedlander lease

Pavilion Committee — Mr. Neal reported that the Committee had met with Sol Friedlander in regard to the proposition submitted by him at the last Board meeting, and that Mr. Friedlander had submitted another proposition. This latter offer was $5,000 per year for four years for a lease of the Pavilion and the right to take five more years at $18000 per year. The offer was discussed by the Board, and Mr Irving moved that the Finance Committee in conjunction with the Pavilion Committee be authorized to have a lease prepared on the lines laid down in Mr. Friedlander's letter. The motion was carried.

—

The Librarian presented report for July which was read and received and the following persons named therein as having joined the Institute were on motion approved.

New Members

New Members.

W. J. Holmes	Miss Hortense Davis	L. J. Gilbert
R. M. Royce	A. Nelson	Blanche Ubrans (Transfer)
Louis J. Coffin	Cutler Paige (Transfer)	Fred Cook
Alvin Davis	Wm. Tanner	

—

Letters Read.

Photographers — From L. Thor for Photographers Assn regarding renting Pavilion. Referred to Pavilion Committee

—

Poultry Show — From H. Williams regarding rent of Pavilion & Oakland Poultry Assn. Referred to Pavilion Committee.

—

American Bankers — From Executive Committee in Charge of coming convention of American Bankers Association requesting that courtesies of the Institute be granted their visiting members. On motion the request was granted.

—

Poor Light French Books — From L. J. Bous complaining of poor light in section in Library devoted to French Books. Referred to Committee on Buildings and Repairs.

—

Mr Scott — From Laurence Irving Scott thanking Board for resolutions in memory of the late Irving M. Scott. Received and filed.

—

Architects Club — The Librarian reported that the S. F. Architects Club requested the use of the Lecture Room & Hall exhibition of their drawings for last week in September. Referred to Library Committee with power.

The meeting then adjourned.

Jas W. Cumming
Secretary.

J. G. Spaulding
Recording Secretary

Aug 18/03.

San Francisco August 18th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig, - present at roll call, Trustees, Blanchard, Heald, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, McPresident (10) absent at roll call, Trustees Bull, Ford, Mauzy, Wallis (4).

The minutes of the previous meeting were read and approved.

The Finance Committee recommended for payment Bills amounting to $1106.98. The recommendation was adopted by the following vote - ayes, Blanchard, Heald, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, McPresident (10) Noes None.

Bills Ordered Paid.

			Inv A	534	96
Jos. M. Cumming.	$ 59	75	John Partridge.	4	50
F.J.Teggart.	31	90	Phillips Smyth & Van Orden.	15	00
W. W. Gillespie.	28	60	Valleau & Peterson	18	00
Equtable Gas Light Co.	10	95	Andrew Brown Co.	8	50
Joost Bros.	1	60	Tomoyé Press.	51	45
Tom Carlin	3	00	McNutt, Kahn & Co.	2	25
Gas Consumers Asson.	18	00	Globe Dis.CO.	21	25
Century Elec Co.	10	49	Chas Ruppel	2	50
Pac Gas Imp. Co.	20	95	Lecount Bros	5	75
S. F. Gas & Elec. Co.	62	15	Jos Figer	3	23
Jos. Winterburn Co.	6	50	Palace Haw Co.	1	10
H. Unna Co.	6	30	Sternfeld Leather Co.	10	50
Bent & Meyerderks	12	50	W. P. Fuller & Co.		99
C. A. Murdock & Co.	63	25	J. W. Griffith.	50	00
Library Bureau	43	15	C. F. Hass.	11	25
Armstrong & De Guerre.	7	00	Merc. T&L Co.	3	00
Hicks Judd Co.	135	75	Pac. States T & T Co.	40	
Payot, Upham & Co.	6	12	Spring Valley W. Wks.	27	45
Phillips Bros	7	00	F. P. MacInnis.	124	00
Inv	534	96	University of Cal.	165	00
				1100	68

The Library Committee recommended for purchase books amounting to $287.85 The recommendation was adopted by the following vote. - ayes, Blanchard, Heald, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Vice President (10) Noes None.

Lawson raised. The Library Committee recommended that the salary of F. M. Lawson be raised from $60 to $70 per month beginning August 1st. The recommendation was adopted by the same vote as preceding, ayes 10 noes None.

Univ. Extension Lectures. Lectures. Mr. Blanchard for the Lecture Committee stated that arrangements had been made under the authority granted the Committee at the last meeting, to hold a series of twelve lectures beginning next month. The subject for the courses being "The French Revolution."

Aug 18/03.

The Secretary presented report for July which was received and ordered spread in the minutes.

Secretarys Report - July.

July 1/03 Cash on Hand - $3024.72

Receipts

Library	Dues	$1164.00		
	Ent Fees	36.00		
	Books &c	52.35		
	Trevers & Boland	4.50	$1702.35	
Pavilion	Rents	$230.00		
	Hays St.	339.00		
	Lighting	2.00		
	Gas	5.80		
	Damage	2.00		
	Stock or bill	.90	579.70	$2282.05
				5306.77

Expenditures

Library	Books	$261.11	
	" Keck Gonk	33.68	
	Binding	119.17	
	Music	3.83	
	Periodicals	48.30	
	Expense	111.15	
	Furniture	65.00	
	Lighting	65.35	
	Rent, Gas	149.22	
	Repairs	82.00	
	Salaries	938.35	
	Water	15.85	$1893.01
Pavilion	Salary	$80.00	
	Labor	2.00	
	Gas	6.90	
	Ins. Premiums	15.00	
	Water Hays St	5.70	
	Chimneys	3.25	
	Lighting	52.00	
	Plumbing	8.50	
	Glazing	8.15	
	Water Pav.	9.20	
	House	46.40	
	Kitchen Paint	4.40	
	Repairs	5.00	
	Rent Hays St	42.87	
	Sewer Annex	3.70	291.22
General	Received Rent Safe Dep in Trust Bk	$50.00	
	Salary	150	
	Interest	165	365.00
			2549.23
			2757.54

Aug 1/03 Cash on Hand,

Aug 18/03.

(Secty Report cont'd) Statement of Bills

	Libry Gen.	Libry Rbs	Cav.	Genl.	Total
Unpd July 1	$1100.25	$385.48	$254.27	$315.00	$2055.00
Incurred "	2118.35	1494.82	183.30	315.00	4111.47
	$3218.60	$1880.30	$437.57	$630.00	$6166.47
Paid July	1426.92	466.09	291.22	315.00	2499.23
Unpd Aug 1	$1791.68	$1414.21	$146.35	$315.00	$3667.24

	Income	Bills Incurred
Libriany	$1702.35	$3613.17
Pavilion Renewal	579.70	183.30
		315.00
Deficit	1829.42	
	$4111.47	$4111.47

Respectfully
Jno M Cumming
Secty

Letters Read.

Convery thanks — From Convery family expressing thanks for sympathy shown them in the recent decease of Helen Convery, stenographer for the Institute. Received and filed.

Cal Camera Club — From California Camera Club suggesting a conference with them on the matter of their affiliation with the Institute. Referred to Library Committee.

The meeting then adjourned.
Jno M Cumming,
Secretary

J G Spaulding
Recording Secretary

Sep 1/03.

San Francisco September 1st 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 PM by President Fawcett. Present at roll call Trustees Beaneton, Heald, Lyons, Mauzy, Mead, Neal, vonGeldern, Wagoner, the President, (9); absent at roll call, Trustees Bull, Ford, Irving, Spaulding, Wallis (5).

The minutes of the previous meeting were read and approved.

The Finance Committee recommended for payment bills amounting to $2560.89. The recommendation was adopted by the following vote:- ayes, Beaneton, Heald, Lyons, Mauzy, Mead, Neal, von Geldern, Wagoner, the President (9) Noes none.

$50 G Res Fund — The Finance Committee reported recommending that $50 received in august from Life Membership be transferred to Reserve Fund in the Mutual Savings Bank. The recommendation was adopted by the same vote as preceding:- ayes 9 Noes none.

Bills Ordered Paid

Pay Roll.

J. M. Cumming.	$150.
M. G. Buckley.	80.
F. J. Teggart.	200.
R. D. Colquhoun.	92.50
W. H. Woodcock	85.
J. L. Shepard	50.
F. M. Lawson	75.
F. B. Whittier.	75.
W. McNaught	50.
Ella T. Lyons	30.
Helen B. Guinan	30.
M. Snell.	26.65
W. Jennings	20.
Philip Wiggin	15.
J. D. Thomas	55.
D. P. Dunnett	40.
Mrs. Boettcher.	20.
Total.	$1094 15

Cunningham Curtiss & Welch.	5 70
Spring Valley Water Works.	29 35
A. M. Robertson.	13 60
Payot Upham & Co.	147 23
L. R. Hamersly CO.	3
Paul Elder & Co.	236 26
Emporium & G. R. Bazar.	81 14
B. F. Stevens & Brown.	2 92
John J. Newbegin	60
Emanu - El.	10
Crocker Langley Directy	5
J. Tauzy & Co.	3 75
Bancroft Whitney Co.	1 50
Lemcke & Buechner	93 06
Total	$1786 66

Forward $1786 66

S. F. News Co.	22 85
Library Bureau.	37 75
S. F. News Bureau	6
Finance & Trade.	5
Abend Post	1 95
The Call	12 30
Examiner	13 50
Hicks & Judd Co.	196 73
S. F. Chronicle	37 80
Wyckoff Seamans & Benedict.	23 85
Henry Ernst	186
Equtable Gas Light Co.	57 50
A. Serensky	2 50
Pac States Telo. Tel. Co.	5 50
	165.
	$2560 89

O K University Cal
Jno M Cumming Secty

The Buildings and Repairs Committee presented the following report - D. F. Sep 1/03.

Removing Partitions 1st floor.

Board of Trustees Mechanics' Institute

Gentlemen:- Your Buildings and Repairs Committee reports as follows:- Your Committee was instructed to ascertain the cost of the changes necessary to bring the portion of the Building back of Sievers and Boland store into the Library.

Sep 1/03.

We have estimated as follows:- To break down the 2 partitions, re-floor space, put plaster partition back of Sievers & Boland store leaving things ready for painting - $142.00. To a brick wall is built from the basement to the 2nd story back of Sievers and Boland's store, it will cost $325.00 in addition to above estimate of $142.00. This estimate is for a 13 inch wall estimated to be 12 x 16 feet in basement and 27 x 17 feet on 1st floor.

Paint Roof.

We recommend that the Committee be authorized to have the Library roof painted.

Respectfully
Byron Mauzy
James N Lyons. B & R Com.

The recommendation to paint the roof was adopted by the same vote as preceding. Ayes 9. Noes none.

In the matter of removing the brick partition, the point was raised that possibly the partition supported the floor above, and on motion of Mr. Wagoner the matter was referred back to the Committee for further investigation to report at the next meeting.

The Library Committee recommended for purchase books amounting to $133.95. The recommendation was adopted by the same vote as preceding. Ayes 9. Noes none.

The Library Committee presented the following report.

S. F. Sep 1/03.

Plan to Catalog Liby.

To the Board of Trustees.

Gentlemen:- Your present Library Committee has pursued the policy of introducing into the work of our Library such approved methods as would seem to make its work more effective and place our resources more fully at the disposition of our members.

To this end we have secured a re-classification of the Library & shelf list, and a new charging system.

The only reform of magnitude that remains to be effected is the procurement of a catalogue of our entire collection of books. Without this the Library is not equipped as befits a modern institution.

Your Committee therefore recommends that the sum of $3600 be devoted to this purpose and that your Committee be empowered to expend this amount at the rate of $150 per month.

Respectfully
Geo Beanston
JJ Spaulding Liby Com.

The Committee stated that it presented the report with the suggestion that it be laid over for the members consideration. On motion of Mr. Mauzy the report was laid over till the next meeting.

Yosemite Option

Pavilion Committee - Mr. Neal reported that the Yosemite Club had made payment of $100 to secure option for the Pavilion for boxing contests for 1904.

The Secretary presented report for August which was received and ordered spread on the Minutes.

Secretary's Report - August

Aug 1/03	Cash on Hand -			$2757.54
	Receipts			
Library	Dues	$843.00		
	Entrees	32.		
	Life Mem.	50.		
	Books p/s &c.	56.80		$1431.80
	Sievers & Boland	450.		
Pavilion	Rents	$625.00		
	Hayes St Rents	525.-		
	Lighting	14		
	Gas	74.10		
	Damage	4.50		
	Garbage Removal	4.		
	Sale Sawdust	7	1253.60	$2685.40
				$5442.94

Expenditures

Library	Books	$75		
	Binding	350		
	Expense	168.72		
	Lighting	111.59		
	Print & Sta	410.52		
	Repairs	124.		
	Salaries	951.90		$1786.23
	Water	15.25		
Pavilion	Salary	$80		
	Labor	2		
	Gas	10.95		
	Mantels	28.60		
	Water Hayes St	5.20		
	License	21.		
	Water Pav.	7.		
	Telephone	10.		
	Hdw & Paint	1.60		
	Signs	3		$169.35
General	Salary	$150.00		
	Interest	165	315.00	$270.65
Sep 1/03	Cash on Hand			$3142.36

Sep 1/03.

Recd cash

Summary of Rects & Expenditures

	Net Rects	Net Expen
Libry Rects	$1431.80	
Expen	1786.23	$354.43
Pavilion Rects	1253.60	
Expen	169.35	1084.25
Genl Expen		315.
Increase in Cash		414.82
	$1084.25	$1084.25

Statement of Bills

	Libry Gen	Libry Books	Pav	Genl	Total
Unpd Aug 1.	$1791.68	$1414.21	$146.35	$315.00	$3667.24
Incurred in Aug	1151.35	3.39	181.35	315.00	1651.09
	$2943.03	$1417.60	$327.70	$630.00	$5318.33
Paid in Aug	1781.98	4.25	169.35	315.00	$2270.58
Unpd Sep 1	$1161.05	$1413.35	$158.35	$315.00	$3047.75

Income	Bills Incurred
Libry $1431.80	$1154.74
Pav 1253.60	181.35
Genl	315.00
$2685.40	$1651.09
Surplus	1034.31
	$2685.40

Respectfully Jno M Cumming Secty

The Secretary presented reports for previous quarter which was read and ordered presented at the coming quarterly meeting.

The Library presented report for August which was received and the following persons named therein as having joined the Institute were on motion approved.

New Members

New Members.

Miss Alice Quinn	Mrs J E. Du Bois	Myron Hoffman
W Cutler	G G Gallagher	Mary R Salmon
D Madil	Miss Mabel Cleff	Wm D Rapelje
Wm Goodrich (Transfer)	B J Lloyd	Ruth Cook
Louis Quinn Jr	A L Emery	Maj Geo. O Squier
A R Knoll	Mrs D F Sage	Mrs Geo N. Abbott (Transfer)
G F Libby	Mrs H Weatherby	Miss M R Fagen
J D Macken	Mrs C A Lyle	Mrs Louis Emery
K R Kuypers	N E Stern	Phil I. Edgar (Transfer)
A L Scholl	O C Henefner	H O Baldwin
Mrs J F Bonham	A B Crackbon	J Kinney (Life)
Mr Jno Galloway	Mrs J Bradley	Miss M R Houston

The Librarian presented report for previous quarter which was read and ordered

presented to the coming quarterly meeting.

New system — The Librarian presented report, stating that
1. the new charging system had been installed and was working satisfactorily and
Shepard resig. — 2. that Jane L. Shepard, cataloguer had resigned.
On motion Miss Shepards resignation was accepted

Ford leave — The President stated that Trustee Ford had gone East for a few weeks and on motion he was given a leave of absence for one month.

Cecilia Soc'y wants room — The Secretary stated that the Cecilia Choral Socy had requested to know if they could rent the Institute assembly hall for their weekly rehearsals. On motion of Mr Neal the matter was referred to the Library Committee to report at the next meeting.

Ad Jn Meetg — Mr Neal moved that the Secretary be instructed to advertise the coming quarterly meeting in the daily papers. the motion was carried.

The meeting then adjourned.

Jno M Cumming Secty

J G Spaulding Recording Secretary.

Quarterly.

Sep 5/03

San Francisco September 5 1903.

No Quorum — The Regular Quarterly Meeting of the Mechanics' Institute was called to order in the Mechanics Institute (Crocker) Library Building by President Farrell tonight at 8.20 o'clock. There being but 18 members present, on account of lack of quorum, the meeting adjourned.

Jno M Cumming Secretary

J G Spaulding Recording Secretary.

Sep 15/03.

San Francisco September 15th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Tarpey:- present at roll call Trustees Beanston, Bull, Irving, Lyons, Mauzy, Mead, Neal, Spaulding, von Geldern, Mr President (10) absent at roll call, Trustees Ford, Heald, Wagoner, Wallis (4).

The minutes of the previous meeting were read and approved.

The Finance Committee reported cash on hand $3892.27 and recommended for payment the following bills

The Bulletin	$19.80	
Univ of Cal	300.	
Paul Elder & Co	205.06	$524.86

the bills were ordered paid by the following vote:- ayes, Beanston, Bull, Irving, Lyons, Mauzy, Mead, Neal, Spaulding, von Geldern, Mr President (10) Noes None.

Before the roll call to pay the bills, the report of the Committee on Lectures and Classes was read in order to explain the bill for $300 of the University of California.

University Extension Lectures

Report of Lectures and Class Committee on

University Extension Lectures

S. F. Sep 15, 03.

Board of Trustees, Mechanics' Institute.

Gentlemen:- Your Committee on Lectures and Classes reports as follows:- A short while ago your committee was authorized to enter into an agreement with the University of California to establish a University Extension Center in the Institute. Your Committee held a meeting last week with Prof. H. Morse Stephens in charge of the Extension work for the University of California and we have arranged with him as follows:-

A series of twelve lectures on the French Revolution will be given by Prof. Stephens in the Institute beginning Oct 7th next.

A list of the dates and subjects of the lectures is attached hereto.

The Institute is to pay for this to the University of California $300.

After each lecture Prof. Stephens will conduct a class for those wishing to study the subject further. At the end of the course those attending the class will be allowed to take an examination which counts for two units toward a University degree. Prof. Stephens has also agreed to give a preliminary lecture on Sept 23rd on "A New View of the French Revolution."

Your Committee has decided that admission to the preliminary lecture will be open to all, but for the regular course, admission will be by tickets only. A ticket admitting two will be issued to each Institute member

who may apply. Persons attending the lecture will receive a syllabus of the course which will be furnished by the University, members who take the course will be required to register at the Library Desk.

A great deal of interest has been manifested in this lecture course and your committee feels that the Institute in forming this University Extension Center has taken a step which will be of great importance in the future development of the Institute.

Respectfully Otto von Geldern
Geo Beanston Lect & Class Com.

The Buildings and Repairs Committee presented the following report

S. F. Sep 15/03.

Removing Brick Wall

Board of Trustees Mechanics' Institute.

Gentlemen- Your Buildings and Repairs Committee reports as follows:- At the last meeting you referred back to this Committee for further investigation, the matter of removing the brick wall separating the space back of Sievers and Bolands stores from the Library. We have the opinion of Mr. Jas Reid, the architect that the wall does not support the floor above and that it will be safe to remove it. At the last meeting we presented estimate for removing the wall and wooden partition at right angles to it and preparing the space thus obtained for painting, of $142.00 If this is done it will be necessary to re-paper and tint all of the first floor; to do this and repaint all the woodwork will cost about $275 Re-arranging the lights will bring the cost of the work to about $500.

Painting Bldg

We recommend that the entire Building both outside and inside be painted and cleaned at once.

Respectfully
S. C. Irving
James W. Lyons
Byron Mauzy Bldg & Rep Com

Mr. Neal moved that the Committee be instructed to take over the partitions and get the space in proper shape for painting. The motion was carried by the same vote as preceding:- ayes 10, Noes None.

Mr Irving moved that the Building and Repair Committee be authorized to obtain bids for painting & papering the whole Library Building with authority to employ an architect if deemed necessary, bids to be reported at the next meeting of the Board. The motion was carried by the same vote as preceding. Ayes 10 Noes None.

Cecilia Choral report declined

The Library Committee presented report recommending that the assembly room be not rented to the Cecilia Choral Society for rehearsals. The recommendation was adopted.

Friedlander

A letter was read from Mr Friedlander, stating that he would be ready within the next week to close up Pavilion Case. Received and filed.

Sept 15/03.

Unfinished Business-

Library to be catalogued. The report of the Library Committee laid over from the last meeting was then considered. The report recommended that $3600 be appropriated for making a proper and complete catalog of the Library and that the Library Committee be authorized to expend the appropriation at the rate of $150 per month. On motion of Mr. Bull the recommendation was adopted, by the same vote as preceding, ayes 10 noes none.

—

Wallis leave On motion Trustee Wallis was given a further leave of absence of 30 days on account of sickness.

—

Furnace The Secretary reported that the furnace in the basement was in very bad shape and that estimate had been received for repairing it of $98, while a new furnace would cost $157. Referred to Buildings and Repairs Committee.

—

The meeting then adjourned.

Jos M Fleming
Secretary

J G Spaulding
Recording Secretary,

Oct 6/03

San Francisco Oct 6th 1903,

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Fleming. Present at roll call Trustees Beanston, Bull, Ford, Heald, Irving, Mead, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (10). absent at roll call Trustees Lyons, Twing, Mauzy, Neal (4)

—

The minutes of the previous meeting were read and approved. Mr Mauzy entered.

The Finance Committee recommended for payment the following bills.

	Bills Ordered Paid	
Pay Roll	$ 1032.85	
D Heggarty	69.15	
A M Wilson	214.	
C Hone	233.10	
Elder & Co	165.	$ 1714.10

The bills were ordered paid by the following vote,- ayes Beanston Bull Ford, Heald, Mauzy, Mead, Spaulding, von Geldern, Wagoner, Wallis Mr President (11) noes none.

Auditor The Finance Committee presented report of P. Van Reet, auditor, showing Institute books audited and found correct to Sept 1. 1903, Received and Filed.

—

$50 to Res Fund The Finance Committee reported, recommending that the $50 received in September for Life Membership be transferred to the Reserve Fund in the Mutual Savings Bank. The recommendation was adopted by the same vote as preceding- ayes 11, noes none.

—

The Library Committee recommended for purchase books amounting to $1006.15. The recommendation was adopted by the same vote as preceding, ayes 11, noes none.

—

The Secretary presented report for September which was received and ordered spread on the minutes.

Secretarys Report September 03.

Sept 1.	Cash on hand		$ 3172.36
	Receipts		
Library	Dues	$ 1916.00	
	Ent Fees	52.00	
	Life Mem.	50.	
	Book Pd rc	57.45	
	Sievers & Boland Rent	450	$ 2525.45
Pavilion	Rents	$ 1703	
	Hayes & Rents	432.	
	Lighting	7.	

Secys Report contd. Fav Gas $5.20
Reclmatg 5.00
Damage 5.00
Licenes 10.00 $2162.20 $4687.65
$7860.01

Expenditures
Library Books $631.55
" Lick Funds 223.01
Binding 196.73
Periodicals 100.06
Xpens 61.65
Lectures 300..
Furniture 32.75
Repairs 186.00
Salaries 864.15
Water 16.50 $2612.40
Pavilion Salary $80.00
Gas 57.50
Water Pavilion 7.75
" Hayes St. 5.10
Telephone 5.50
Glazing 2.50 $158.35
General Deposit in Reserve Fund $50.
Salary 150
Interest 165 $365.00 $3135.75
$4924.26

Oct 1/03 Cash on Hand

Summary of Receipts and Expenditures.

		Net Rects	Net Expenditures
Library	Rects $2525.45		
	Xpen $2612.40		$86.95
Pavilion	Rects 2162.20	$2003.85	
	Xpen 158.35		
General	Expenditures		$365.00
Increase in Cash			1551.90
		$2003.85	$2003.85

Statement of Bills

	Liby Genl.	Liby Books	Pav.	Genl	Total
Unpd Sept 1	$1161.05	$1413.35	$158.35	$315.00	$3047.75
Incurred in Sept	1106.05	702.29	394.35	315.00	2517.69
	$2.267.10	$2.115.64	$552.70	$630.00	$5565.44
Paid in Sept	1461.05	1151.35	158.35	315.00	3085.75
Unpd Oct 1	$806.05	$964.29	$394.35	$315.00	$2479.69

	Income	Bills Incurred
Library	$2525.45	$1808.34
Pavilion	2162.20	394.35
General		315.00
		$2517.69
Surplus		2169.96
	$4687.65	$4687.65

Respectfully [illegible]

The Librarian presented report for September which was received and the following persons named therein as having joined the Institute were on motion approved.

New Members.

Mrs Ed. Scheeline	I. P. Monroe	Jos C. Hopper
D. A. Baum	B. Rosenberg	Ed Steligoshn
Frances H. Howland	Rosalind Levy	Thos. D. Colestock
C. F. Dedine	Miss A. A. Bloomer	J. A. Burdett
Blanche Rose	Miss M. E. Lobits	Chas H. Gillson
Geo Merritt	A. A. McKenzie	Mrs Susan A. Orris
Ralph K. Blair	Mrs J. E. Reynolds	Dorothy P. Ellis
R. L. Rudy	O. G. Beardslee	Miss Ella Kruger
G. A. Van Eyckel	Miss Mary Lake	Miss Josephine O'Connell
David Davies	Alice Bailey	Valentine Wilson (Transfer)
Ernst Allen	Louis Lengfeld (Life)	Miss Alice Arapacher
Herbert D. Walker	Frank Sullivan	A. E. Southworth
Mrs J. H. Goodwin	R. E. McCullough	Mrs Fred. Belasco
Miss K. Herrin	H. F. Rudolph	J. T. Welham
Chas H. Jenks	Rosita Wilson	John H. Donovan
Miss Louise Farley	Louise M. Cormack	A. K. Happenhagen
W. E. McDermot	Jno Enright	Marcus Tash
Chas H. Royce	M. H. Erwin	Miss Nora Lawrence

Letters Read

Assessment Lower — From Washington Dodge, City and County assessor to the effect that the assessment on the Library Building has been reduced from $20000 to $15000. Received and filed.

Lease Post & Stockton — From M. R. Krigbaum & Co. offering to enter into negotiation to lease to the Institute, the building on the N.W. Corner Post and Stockton Sts. On motion of Mr. Bull the Secretary was instructed to notify Messrs Krigbaum & Co that the Institute was not at present in a position to entertain the proposition.

Guild Arts & C. Want room — From Guild of Arts and Crafts asking on what terms the Library Assembly Room could be obtained for their December exhibition. Referred to Library Committee with power.

Beck-Meyer Lecture — From Mrs Nico Beck-Meyer wishing to lecture for the Institute. Referred to Lecture Committee.

Concerts — Mr Mauzy brought up the matter of holding concerts in the Pavilion. After some discussion the matter was referred to the Management Committee and Mr. Mauzy.

The meeting then adjourned
Jno M Cummings Secty.

J. G. Spaulding
Recording Secretary

Oct 20/03.

San Francisco October 20th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig.- present at roll call, Trustees ~~(Reanston, Bull, Ford, Heald, Mead, Spaulding, von Geldern, Wagoner, Wallis. Mr President (10) absent at roll call, Trustees Irving, Heald, Wagoner)~~ Which above roll call is Wrong, the correct roll call is, Present at roll call Reanston, Bull, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr President (11) absent at roll call Trustees Ford, Heald, Mauzy.

—

The minutes of the previous meeting were read and approved.

—

The Finance Committee recommended for payment bills amounting to $597.72. The recommendation was adopted by the following vote:- ayes, Reanston, Bull, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr President (11) noes, None.

Bills Ordered Paid.

Jos. M. Cumming	$143.	15
Spring Valley Water Works	64.	85
S. F. Gas & Elec. Co.	77.	75
Pac. States Tel Co.	35.	75
Pac. Gas Imp. Co.	109.	75
Gas Consumers Asson.	18.	
A. [illegible] Colburg & Co.	7.	57
Federal Book Co.	7.	00
University of State of N. Y.	5.	40
S. F. Blue Book	5.	00
J. C. Brenner	17.	25
Astronimal Society of Pacific.	5.	00
Smithsonian Institution.	14.	20
Bishops A. B. C. Guide.	2.	50
Chronicle	15.	75
The Guide	1.	50
Equitable Gas Light Co.	28.	50
H. Eisner	16.	
P. Van Pelt	25.	
	$597.	72

The Buildings and Repairs Committee reported as follows

S. F. Oct 20/03.

Board of Trustees Mechanics Institute-

Gentlemen:- Your Building and Repairs Committee report as follows.

New Furnace — The basement furnace used to heat the building is completely worn out and a new one is necessary before winter sets in.

We have bid of W. W. Montague & Co for a 44 inch furnace, $157.00 complete, set up, and from Holbrook Merrill and Stetson for a 52 inch furnace $160, complete, set up. We recommend that the H. M. and S. bid be accepted and their furnace put in.

Specifications Painting — Your Committee was instructed to prepare specifications for painting papering &c the entire building. Mr. von Geldern has kindly prepared specifications which are submitted herewith for your approval.

We recommend that this committee be authorized to call for bids according to the specifications.

Respectfully

Oct 20/03

S. L. Irving
James H. Lyons — Building & Repairs Committee.

The recommendation to buy furnace was adopted by the same vote as preceding, ayes 11, noes none.
The specifications presented were adopted and the committee authorized to call for bids.

—

The Library Committee recommended for purchase books amounting to $318.75, The recommendation was adopted by the same vote as preceding, ayes 11 noes none.

—

Lectures at Pavilion — The Lecture Committee reported that on account of the great demand for tickets for the University Extension Lectures conducted by the Institute, that the place for holding the lectures had been changed to the Pavilion Art Gallery and that notices to that effect had been sent to the Institute members.
On motion of Mr. Neal the action of the Lecture Committee was approved, by the same vote as preceding, ayes 11, noes none.

—

Pav. Friedlander — Pavilion Committee- Mr. Neal reported that there was nothing new in the proposed Pavilion Case to S. N. Friedlander. The President presented a letter from Mr. Friedlander dated October 17, stating that he expected to get his final answer the next day.

—

Mrs. Muirhead and Larkin St. front — The President stated that he had been talking to Mrs. Muirhead, the tenant on Larkin and Hayes St. relative to her leasing the Larkin St. front of the Pavilion, and that Mrs. Muirhead had promised to consider the matter. On motion of Mr. Lyons, this matter was referred to the Pavilion Committee.

—

Ad in Argonaut — The Membership Committee reported recommending that a 3 inch advertisement, costing $4.50 being inserted in next Saturdays special book number of the Argonaut. The recommendation was adopted by the same vote as preceding, ayes 11, noes none.

—

Sunday Concerts — The Management Committee reported as follows.

San Francisco Oct 20/03

Board of Trustees Mechanics' Institute-

Gentlemen:- Your Management Committee reports as follows:-
At the last meeting Mr. Mauzy suggested holding a Sunday night sacred concert at the Pavilion this was referred to this Committee. A concert as suggested would cost about as follows:-

Music	$200
Printing &c	150
	$350.

Your Committee believes that this experiment would be well worth

Oct 20/03

trying and submits the proposition for consideration by your Board.

Respectfully

James N Lyons

Alpheus Bull — Management Committee.

Luther Wagoner

The matter was discussed and the suggestion made that the band leader might agree to assume the risk in consideration of free rent and that some special concessions might be made to Institute members. On motion of Mr. Neal, the matter was referred back to see if some better arrangement could be made.

—

New Charging Desk

A letter was read from Fink & Schindler making bid for desk and Librarians office for first floor $ 55 & 57. On motion of Mr Beaston the matter was referred to the Building and Grounds Committee.

—

A letter was read from the S. F. Architectural Club thanking the Board for use of the assembly room for their exhibition. Received and filed.

—

The meeting then adjourned,

Jos M. Cumming Secretary. — J G Spaulding Recording Secretary.

Nov 3/03.

San Francisco November 3rd 1903.

The Regular Meeting of the Board of Trustees of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Fawcett.- present at roll call, Trustees Beaston, Bull, Ford, Irving, Lyons, Mauzy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mc, President (13); absent at roll call, Trustee Heald, (1).

—

The minutes of the previous meeting were read and approved.

—

The Finance Committee recommended for payment October pay roll of $1057.35. The recommendation was adopted by the following vote.- ayes, Beaston, Bull, Ford, Irving, Lyons, Mauzy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mc. President 13, noes none.

—

Secty gets raise

The Finance Committee reported recommending that the salary of the Secretary Joseph M. Cumming, be $175.00 per month from Nov 1. 1903, the recommendation was adopted by the same vote as preceding, ayes 13, noes none.

—

The Library Committee presented report,

Arts & Crafts dont get room

stating that it had declined to allow the Guild of Arts and Crafts to use the assembly room for its exhibition, as the exhibition was to consist partly of articles offered for sale; and

Brit Patents moved

recommending, that the British Patent Reports be removed from the 3rd to the 1st floor and that the 2nd floor shelving now used by them be taken down and used as much as possible on the 1st floor.

The recommendation to remove the patents was adopted.

—

Painting awarded to Eaton

The Buildings and Repairs Committee reported stating that the following bids for painting &c as authorized at the last meeting had been received.

Kern & Eibach	$ 1850.00
J. Ossi	1478.00
J. Fraser	1265.00
W R Eaton	1235.00.

and recommending the award of the work to Mr. Eaton.

On motion of Mr. Mead. Mr. Eatons bid was accepted and the Committee authorized to enter into a contract with him by the same vote as preceding, ayes 13. noes none.

—

The Buildings and Repairs Committee reported as follows:-

O. K. Nov 3/03

Board of Trustees Mechanics' Institute

Galleries changed

Gentlemen:- Your Building and Repairs Committee reports as follows. At present in the East front room 2nd floor there are two separate galleries, each having a stairway. Neither of these two galleries are connected with the gallery in the main room.

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We recommend that one of these stairways be removed and that a gallery be built across the south end of the room making a continuous gallery, this new gallery to be connected with the gallery in the main room.
We have an estimate of $60 for this work.

Elec wiring

We present herewith a bid for completely wiring the building for electric lights of $485.00 and submit the same for consideration.

Respectfully
E C Ewing
Byron Mauzy
James H Lyons Bldg & Rep Com.

The recommendation to change the galleries was adopted by the same vote as preceding.- ayes 13, noes none.
Mr. Bull moved that the Buildings and Repairs Committee be given power to have the building wired for electric lights. The motion was carried by the same vote as preceding, ayes 13, noes none.

—

Changing desk

Buildings and Repairs Committee- Mr. Ewing stated that at the last meeting the Board had referred to this committee the bid for making new charging desk and Librarians office, but that the Committee wished to consult the Library Committee as to certain changes in the same. On motion of Mr. Neal, the matter of the changing desk and Librarians office was referred to the joint committees on Buildings and Repairs and Library.

—

Sunday Rent Pav.

Pavilion Committee- Mr. Neal stated that the German Benevolent Society wished to rent the Pavilion for a Saturday and Sunday entertainment and he wished to know if the Board was willing to rent the Pavilion on Sunday. On motion the Committee was authorized to rent the Pavilion to the German Benevolent Society for the dates desired.

—

Secy

The Secretary presented report for October which was received and ordered spread in the minutes.

Secretarys Report- October

Oct 1/03	Cash on Hand		$4724.26
	Receipts		
Library-	Dues	$1334.00	
	Ent. Fees	100.00	
	Life Mem.	50.00	
	Books &c &c.	62.60	
	Sale of old furnace	2.50	
	Sievers and Boland	4.50	$1989.10
Pavilion	Rents	$1285.00	
	" Hayes st	298.50	
	Lighting	8.	
	Gas	99.20	
	Sale of old goods	21.50	
	Damage	4.	
	Sale of wax	4.	
	Licenses	40.	$1760.20
General-	Interest on deposit to Oct 1		26.75
			$2590.37

1903 3/03

Secy.

Expenditures.

Library	Books	$238.97	
	" Lick Fund	17.25	
	Periodicals	38.95	
	Expense	93.05	
	Lectures	22.	
	Print & Sta	84.50	
	Lighting	195.85	
	Salaries	802.85	
	Water	34.05	$1527.47
Pavilion	Salary	$80.00	
	Gas	26.30	
	Telephone	5.50	
	Lighting	16.	
	Electricity	9.65	
	Water Hayes St	10.20	
	" Pavilion	20.60	
	Scavenger	10.	
	Labor	58.	
	Insurance	233.10	$469.35
General	Deposit in Re Fund	$50	
	Salary	150.	
	Interest	165	$365.00	$2361.82
Oct 1/03	Cash on Hand			$6138.49

Summary of Receipts and Expenditures.

		Net Rects	Net Expenditures
Library	Rects $1989.10		
	Expen. 1527.47	$461.63	
Pavilion	Rects 1760.20		
	Expen. 469.35	$1290.85	
General	Rects 26.75		
	Expen 365.		$338.25
Increase in Cash			1414.23
		$1752.48	$1752.48

Statement of Bills.

	Liby Gen.	Liby Books	Pav.	Gen.	Total
Unpd. Oct 1.	$806.05	$964.29	$394.35	$315.00	$2479.69
Incurred in Oct	1427.08	682.19	314.10	315.00	2738.37
	$2233.13	1646.48	$708.45	$630.00	$5218.06
Paid in Oct	1232.30	295.17	469.35	315.00	2311.82
Unpd Nov 1	$1000.83	$1351.31	$239.10	$315.00	$2906.24

	Income	Bills Incurred
Library	$1989.10	$2109.27
Pavilion	1760.20	314.10
General	26.75	315.00
	$3776.05	$2738.37
Surplus		1037.68
		$3776.05

Respectfully submitted
Jos M Deming Secty

Nov 2/03

Librarian

The Librarian presented report for October, showing as follows:-

Receipts		$536.60
Members joined-		
Subscription	100	
Re-instated	1	
Life	1	102.
Withdrawn		49.
Books added		502.
Circulation		11143
Daily average		412.

The report was received and the following persons named therein as having joined the Institute were on motion approved.

New Members

Miss E Mullen	Mr Paul Wm	A Fabbott
Mrs S.K. Cornish	A.H Stirling	Thos. Faveon
E.W Lewis	Miss M.J Nerdon	M. H. Conran
Geo. Hallwegen	M. R. Looey	J.S. Gilman
Chas. Stunker	F.D. Reynolds	Robt. Boyle
Mrs M. B. Bancroft	M. H Huber	Miss E. Peyton
L.A. Heiner	C. B. Ellis	F.S. Dunstan
Miss A L. Fogle	A. L. Shepard	H Gilchrist
Mrs. H.D. Spedding	J.R Callahan	Jas Bishop
Ralph Bennett	Miss N L Castle	Geo Greenzweig
Miss G.J Cohen	Mrs G.W Caswell	Livian Bailey
Mrs. Lucy Moore	Geo O'Brien	Mrs arthur Holland
M. M. Fallon	E.N. Wedekind	F.L. Hammond
Wm F. Herrin	J.F. Watson (Re-instated)	Miss E. M. Wayland
Lee S. Griswold	Clive S. Lathrop	Jas Jackson
Miss D.E. Taylor	alfred S. Childs	Miss L.J. Burnham
F. H. Ireland	J.O. Chilton	H.P Vincent
L. Sesenberg	M. D. Wilson	Wm B. Rochester Jr.
Rosa G Talcsig	Miss E.S. Bissinger	F.E. Judkins
W.A. Noye	Cara M. Freeman	aug J. Bowie Jr.
Mrs C.R. Walter	Mrs P.N. Lilienthal	Mrs. M.R. Hirschman
P.H. Pitman	Jos Lichtenstein	Miss B F Emmett
a D Elkus	Mrs A.N Caldwell	H.J. Coslines
Mrs Von J Mayborn	Mrs A.G Lilienthal	Miss agnes Foote
K.J. Heber	Miss E.M Jones	V.C. Hall
Mrs F. Schorlack	Miss M.C Callahan	Paul Bancroft
C.O. Southard	Duncan McKinnon	Miss May Woodman
Mrs C. Hirschfeld	E.E Muller	F.D Tandy
Mrs annie Childs	H.W von Tillow	Mrs Sig. Stern
F.L. von Veltheim	Mrs Jas Knell	H.W. Kemp
A.F McBean	W.R Plummer	Geo B. Gillson
Ca Blackman	Miss E.M. Kane	Dr A.W Hewlett
C.S. Clarke	J Stern.	J.C Nunn
Edgar Schlesinger (Life)	Miss M.B Graham	E.L Henderson

Kuigbaum + Lease

A letter was read from M. R. Kuigbaum & Co. again making offer to lease N.W. corner Post and Stockton Sts. to the Institute. On motion of Mr. Ford, the Secretary was instructed to notify Messrs Kuigbaum & Co. that the Board could not take the matter up and did not care to consider it.

The meeting then adjourned

John Cumming.
Secretary

J G Spaulding
Recording Secretary.

Nov 17/03.

San Francisco, November 17th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Tansey:- present at roll call, Trustees Beanston, Bull, Ford, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Mr. President (11) absent at roll call, Trustees Irving, Mauzy, Wagoner (3)

The minutes of the previous meeting were read and approved.

The Finance Committee recommended for payment bills amounting to $5259.47, the bills were ordered paid by the following vote:- ayes, Beanston, Bull, Ford, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Mr. President (11), noes none.

Bills Ordered Paid.

Fund 1498.04

Jos. M. Cumming,	$ 95	75	W. P. Fuller & Co.	$ 1	75
H. Eisner	12	00	Hecks Judd Co.	38	94
F. J. Teggart.	12	05	Globe Desinfecting Co.	21	05
Brownlee Hdw. & Steel Co.	13	20	University of Ca	165	00
F. P. McInnis,	236	10	Palace Hdw.Co	2	35
John Quadt	18	00	Tax Collector	3289	32
S. F. Gas & Elec Co.	81	55	Harry Unna Co.	1	45
Central Lumber & Mill Co.	244	50	Mining & Sci. Press	3	50
Pac. States Tel & Tel Co.	26	20	Sievers & Boland	10	00
Byron Marsh Co.	9	30	Pac. Rural Press	3	50
Spring Valley Water Co.	25	60	Evening Post	1	50
Century Elec. Co.	4	70	Marine Rev. Pub. Co.	5	00
Keuffel & Esser	3	60	Examiner	1	35
Weidenthal Gos Miner Elec. Work	23	43	McGraw Pub Co.	4	39
Cunningham, Curtiss & Welch	74	27	Merc. Tow'l. Co.	10	00
Gas Consumers Asson.	9	00	Lemcke & Buechner	35	40
Payot, Upham & Co.	422	21	S. F. Chronicle	39	15
Jos. M. Torres	7	25			
John J. Newbegin	6	90	Argonaut Pub. Co.	4	50
Gabriel Printg. Co.	9	75			
Joh n H. Boden & Co.	4	00	Bulletin	1	25
E. P. Egan	1	50			
A. C. McKenzie	6	50	The Call	1	15
T. Eastman & Co.	4	50			
J. Tauzy & Co	24	50	John M. Klein	1	80
John Partridge	6	00			
T. C. Russell Co	125	00	Sternfeld Leather Co.	3	00
Library Bureau	1	95			
Albert Britnell	1	25	Frnak D. Morrell	1	75
L. Livingston	10	00			
Moulton Pub Co.	5	00	Geo. C. Bornemann & Co.	6	50
H. S. Crocker Co.	6	30			
Chas. Scribners' Sons.	2	70	Joost Bros.	27	45
Patrick & Co.	2	00			
L. H. Cary	26	43	Equitable Gas Light Co.	57	70
Cubery & Co.	4	25			
Jos. Figer	8	80	A. Serensky	6	75
Holbrook, Merrill & Stetson	160	00	Jos. Fredericks Co.	21	50
				5	75

Fund 1498.04 Lebount Bros $5259.47

Sp. & Res. Fund — The Finance Committee reported recommending that the $50 received for Life Membership in October be transferred to the Reserve Fund in the Mutual Savings Bank. The recommendation was adopted by the same vote as preceding, ayes 11, noes none.

Adopted — The Buildings and Repairs Committee presented the following report, the report in the absence of Messrs Irving and Mauzy of the Committee being signed only by Mr Lyons. On motion of Mr Beanston, the report was received as a Committee report.

Nov 17/03.

Bldg & Rep

Painting

Phones

New stacks

Stairs out

Shelves out

Vestibule and change of front stairs

Rear stairs out

Buildings and Repairs Committee Report

San Francisco Nov 17, 1903.

Board of Trustees, Mechanics' Institute,

Gentlemen - your Buildings and Repairs Committee reports as follows:- The contract for painting awarded to W.R. Eaton at the last meeting has been drawn up and will be signed tomorrow. Work will begin at once.

We recommend as follows:

1. That a contract for two years be entered into with the Automatic Direct Line Telephone Co. for a set of 6 telephones through the building at a rental of $5.25 per month. This will take the place of the present unsatisfactory speaking tubes.
2. That 8 12ft book stacks be built for the new annex on the 1st floor. We have an estimate for this of $245.00
3. That the stairway in the main room 2nd floor to the gallery be taken out as it is no longer necessary.
4. That the bookshelves between the windows in the two front wings 2nd floor be taken out.
5. We present plan for changing the front stairs from the 1st to the 2nd floor and making a vestibule in the front entrance. We have estimates for this work as follows -

Fink & Schindler woodwork for vestibule	$ 495
" " " new oak doors to Library	40
F. P. MacInnis, Carpenter work on stairs	100.
Building brick arch, about	30
	$ 645

We recommend that this work be done and this committee authorized to proceed at once.

6. If the last recommendation is adopted, we recommend that the rear stair from 1st to 2nd floor be taken out and the opening floored over. This will cost complete $75.00.

Respectfully,

Jos. N. Lyons, Bldg & Rep Com.

Action on Report — The report was taken up seriatim.

1. In regard to telephones, Mr Bull moved that the recommendation be adopted. The motion was carried by the following vote:- ayes, Bull, Ford, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Mr President (9), noes, Beanston, Wallis 2.
2. Bookstacks - Mr Neal moved that the matter lay over till the next meeting. The motion was lost by the following vote, ayes, Neal, von Geldern (2), noes, Beanston, Bull, Ford, Heald, Lyons, Mead, Wallis, Mr President, Spaulding (9).

On motion of Mr. Ford, the Committee's recommendation to buy bookstacks was adopted by the following vote, ayes, Beanston, Bull, Ford, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Mr. President (11) Noes None.

3. On motion of Mr. Ford, the recommendation to take out the gallery stair was adopted.
4. On motion, the recommendation to take out shelves was adopted.

Nov 17/03.

5. Vestibule. Mr. Bull moved that the Committee be authorized to carry out its recommendation at a cost not to exceed $700. The motion was carried by the same vote as preceding, ayes 11, noes none, 6. Rear Stairs. On motion, the Committees recommendation was adopted by the same vote as preceding, ayes 11, noes none.

—

The Library Committee recommended for purchase, books amounting to $562.80. The recommendation was adopted by the same vote as preceding, ayes 11, noes none.

—

Mr. Ford withdrew.

—

Changing Desk — Joint Committee of Buildings and Repairs and Library on matter of Librarian's office and changing desk— Mr. Lyons for the joint committee reported progress, Mr. Neal moved that the Buildings and Repairs Committee be authorized to buy a new changing desk for the Library. The motion was carried by the following vote, ayes, Beaneton, Bull, Heald, Lyons, Mead, Neal, Spaulding, von Geldern, Wallis, Mr. President 10 noes none.

—

Letters Read,

Post St. Imp. Club — From Post St. Improvement Club- asking contribution toward decorating Post St, Christmas week. On motion of Mr. Lyons, referred to Finance Committee.

—

Bankers Thanks — From W. Alvord Chairman Executive Committee of recent Bankers Convention, thanking Institute for courtesies extended delegates to Convention. Received and filed.

—

Rec. Liby Books — From V. C. Russell, three letters making offer to the Institute of books &c now owned by him and formerly belonging to the Mercantile Library. Referred to Library Committee.

—

Postals for Spl. meeting. — The President called attention to the next Quarterly meeting December 5th and Mr. Bull moved that postals be sent to the members notifying them of the importance of the meeting and that no meeting had been held for some time. The motion was carried by the same vote as preceding ayes 10, noes none.

—

The meeting then adjourned.

Jos. M. Cumming
Secretary

J. J. Spaulding
Recording Secretary

Dec 1/03.

San Francisco December 1st 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Tarrant, present at roll call, Trustees Beaneton Bull, Heald, Lyons, Mead, Neal, Spaulding, Wagoner, Wallis, Mr. President (9) absent at roll call, Trustees Ford, Irwin, Mauzy, von Geldern (4).

—

The minutes of the previous meeting were read and approved.

—

The Finance Committee recommended for payment the November pay roll amounting to $1095.00. The recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Lyons, Mead, Neal, Spaulding, Wagoner, Wallis, Mr. President (10) noes none.

—

The Buildings and Repairs Committee presented a report, Mr. Lyons stating that on account of the absence of the other members of the Committee, the report was signed only by him. On motion of Mr. Wallis, the report was received as a Committee report.

—

Repairs &c.

Buildings and Repairs Committee.

S. F. Dec 1, 1903

Board of Trustees Mechanics' Institute,

Gentlemen:- Your Buildings and Repairs Committee reports as follows:-

Vestibule and Stairs — 1st. Front vestibule- Your Committee decided to use oak steps for the first part of the new flight up to the landing and to put an oak buttress on the side of the stairs in the Library Room, 1st floor. The estimates for this work were,

J. P. MacInnis, Carpenter work changing stairs, and breaking out wall and putting in brick arch	$214.00
Fink and Schindler, Oak partition and column &c	475.00
	$689.00

Bd of Works — In making application for building permit, the Board of Works has ordered that a small stair be built from the landing to the hall on the west of the stairs, and that the door in the partition have a glass panel; as this will run the cost of this work a little over the appropriation of $700 made at the last meeting, we recommend that this committee have authority to comply with the requirements of the Board of Works.

Elec Wiring — 2nd. Lighting. Bids have been received as follows, for wiring, so that the whole building can be lighted by electricity.

Century Electric Co-	$290.00
Weidenthal Berliner Elec Wks	378.50
Morehouse and Morrill	660.00

The Century Electric Co. submitted further proposition to put in heavier feed wires so that the lighting could be considerably increased if necessary- for $21.25 extra and we have awarded the work to them.

Gas Out — 3rd. We recommend that the gas-fixtures in the Building be taken out, it being understood that some few fixtures we may be selected by the Librarian

Center Pieces out

will be retained to be used in case of necessity.
4th. We recommend that all of the center pieces where the gas fixtures are taken down be removed.

Book Stacks

5th. Book stacks. Bids were received for 8 13ft stacks of white cedar as follows -

M. Hansen 160		$160.00
Abiekis		245.00
Chonette		370.00

We have awarded the work to M. Hansen, Mr. Hansen states that he can not get any white cedar in town, and that he will make them of yellow pine, which we have agreed to.

Charging Desk

6th. We have awarded job of making new charging desk to L. G. Emanuel for $210.

Inlaid Floor

7th We have awarded making oak floor in front platform in the windows first floor to the Inlaid Floor Co for $24.50.
We expect the painters to start in a few days and the work on the stairs and partition will be started this week.
The extension telephone system is now being installed.

Respectfully
James H. Lyons - Buildings and Repairs Committee.

The report was taken up seriatim.
On motion of Mr. Bull the committee was authorized to comply with the orders of the Board of Works by the same vote as preceding, ayes 10, noes none.
The recommendations to remove the gas fixtures and the center pieces were each adopted by the same vote as preceding ayes 10, noes none.

—

The Library Committee recommended for purchase books amounting to $44.25
The recommendation was adopted by the same vote as preceding, ayes, 10. Noes None.

—

Telephone for Librarian

The Library Committee reported further, recommending
1st) That the Librarians room, 2nd floor be connected with the Institute telephone by means of an extension phone, and
2. That the proposition of T. G. Russell to sell a lot of books formerly belonging to the S. F. Mercantile Library be declined.

S.F. Mercantile Books

The first recommendation was adopted by the same vote as preceding, ayes 10, noes None.
The second recommendation was on motion adopted.

—

Annex-Pavilion Lease.

Pavilion Committee. Mr. Neal reported that the lease of the Pavilion Annex to the Lincoln Athletic Club for boxing contests at $150 per month would expire January 1st 1904, that the management of the Club had recently changed and that they had submitted a statement of their business showing a loss and that they had offered $120 a month for a lease for 1904, and Mr. Neal stated that he thought this offer should be accepted, and he so recommended. On motion of Mr. Heald, Mr. Neal's recommendation was adopted by the same vote as preceding, ayes 10. Noes None.

—

Pavilion Lease Yosemite Club

Mr. Neal reported also that a lease had been prepared for the Pavilion for 1904 to the Yosemite Club for boxing contests, the same as the Club's lease for 1903 except a slight change in addition & increased rent of $25.00. On motion of Mr. Bull, the President and Recording Secretary were authorized to sign the lease on its approval by the Pavilion Committee, roll call on the motion being the same as the preceding vote - ayes 10, Noes None.

—

Saturday Night Dances

Mr. Neal reported that the Pavilion Committee was now considering a proposition to lease the Pavilion every Saturday night in 1904 to a club to hold dances.

—

Secty.

The Secretary presented report for November which was received and ordered spread on the minutes.

Secretary's Report - November 1903.

Nov 1, 1903. Cash on Hand $6138.49

Receipts

Library	Dues	$959.00		
	Ent. Fees	47.00		
	Books Sold &c	65.90		
	Rent 33 Post St	450	$1521.90	
Pavilion	Rents	1239.60		
	Hayes St Rents	482.50		
	Gas	117.80		
	Electricity	50.90		
	Lighting	16.00		
	Damage	5.60		
	License	30.00		
	Labor	10.50		
	Sale of wax	2.00	1954.90	$3476.80
				$9615.29

Expenditures

Library	Books	$688.48	
	" Lick Fund	12.38	
	Binding	38.94	
	Periodicals	51.79	
	Fence	156.10	
	Furniture	208.10	
	Lectures Rent $4.40, Printing 21.50, Supt 1.50	27.40	
	Lighting	78.58	
	Printing Stationery	54.00	
	Repairs	207.00	
	Salaries	827.35	
	Taxes	862.03	
	Water	16.05	$3253.20

—

Receipts & Expenditures

Pavilion
Salary	$ 80.00		
Labor	44.50		
Gas	57.70		
Electricity	5.00		
Lighting	12.00		
Water	4.00		
" Hayes St.	5.55		
Repairs	31.70		
" "	24.00		
Telephone	11.00		
License	21.00		
Paint & Hardware	27.45		
Glazing	6.75		
Taxes	2418.29	$ 2748.94	

General
Salary	$ 150.00		
Interest	165.00		
Deposit in Mutual Bank	50.00	365.00	$ 6367.14
Dec 1/03 Cash on Hand			$ 3348.15

Receipts and Expenditures,

	Net Receipts	Net Expenditures
Library - Receipts	$ 1521.90	
Expenditures	2253.30	$ 1731.30
Pavilion Receipts	$ 1954.90	
Expenditures	$ 2748.94	794.04
General Expenditures	$ 365.00	365.00
Decrease in Cash	$ 2890.34	
	$ 2890.34	$ 2890.34

Statement of Bills Incurred and Paid,

	Liby Gen.	Bookbdg.	Pav.	Gen'l.	Total
Unpd Nov 1	$ 1000.83	$ 1351.31	$ 239.10	$ 315.00	$ 2906.24
Incurred in Nov.	2359.48	381.71	2719.04	340.00	5800.23
	$ 3360.31	$ 1733.02	$ 2958.14	$ 655.00	$ 8706.47
Paid in Nov	2461.61	791.59	2748.94	315.00	6317.14
Unpd Dec 1	$ 898.70	$ 941.43	$ 209.20	$ 340.00	$ 2389.33

Income and Bills Incurred,

	Income	Bills Incurred
Library	$ 1521.90	$ 2741.18
Pavilion	1954.90	2719.04
General		340.00
	$ 3476.80	$ 5800.23
Deficiency	2323.43	
	$ 5800.23	

Respectfully
Jos M Cumming Secty

Dec 1/03.

The Secretary presented financial statement for the previous quarter, which was read and ordered presented at the coming Institute Quarterly Meeting.

Mr Heard withdrew.

Libn The Librarian presented November report, showing as follows-

New Members	44
Reinstated	3.
Withdrawals	44
New Books added	210.
Circulation	10054

daily average Circulation 402, and the following list of

New Members

New Members

James Wood	Mrs H. Braunschweiger jr	L.N. Baeker
M. Dieguez	Edw. F. Playle	W.G. Peeddey
Mrs A L. Ehrman	Miss D. Stedman	F.L. de Long
Wm D. Hannold	Miss Kirstine Ramsay	P.H. Boock
Miss Bella Jacobs	Sam'l H Greenberg	F.R. Sweasey
Mrs Henry Wangenheim	Mrs H.G. Silvenberg	L.F. Compton
W.R. Eaton	N. Soderberg	Alfred Benham
Harry Koenigsberger	H. C. Wynkoop	R.V. Halton
Arthur Waterfall	J.L. Bley	J.M. Merrill
Thos M. Boyd	E.G. Kuehn	E.W. Houne
Grant Wallace	Jos. Baer	H.J. Krueger
Mrs Jas McGrath	Chas. Brandenstein	Mrs F.H. Dulfer
Julien Hart	Geo S. Carpenter	Rixford, Louis P
A. Fitch	W.L. Leland	R. Redecker
L.U. Isaacson	Geo. Taylor	Jos B. Davis
A. Jowett	Angus, Jas S	

Reinstated

Kinston Beale - C Harold Logan, C.S. Bunker. The report was received and the names of the new members approved.

The Librarian presented Quarterly Report which was read and ordered presented at the coming Institute Quarterly Meeting.

—

Lick Fund A short discussion was held in regard to the history, purposes of the Lick Fund.

—

The President reminded the members that the Institute Quarterly meeting would be held December 5th next.

—

Friedlander A letter was read from S.H. Friedlander in regard to his proposed lease of the Pavilion.

—

The meeting then adjourned.

Jos M Cumming
Secretary.

J.G. Spreckels
Recording Secretary
JG

Dec 5/03. Quarterly

Quarterly

San Francisco December 5th 1903.

The Regular Quarterly Meeting of the Members of the Mechanics' Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Rudolph J. Taussig. 53 members present.

—

The minutes of the annual meeting of March 4th last were read and on motion approved.

—

Secty. The Secretary presented the following financial statement for the nine months Mch 1 - Dec 1, 1903.

Mch 1, 1903	Cash on Hand -			$2852.12
	Receipts			
Library	Dues	$12.673		
	Ent. Fees	411.00		
	Life Members	250.00		
	Book B.	626.10		
	Post Sh. Rents	4050.00		
	Sundries	2.50		$18012.60
Pavilion	Rents	$2278.60		
	Hayes & Rents	3808.00		
	Sale of old stuff	91.83		
	Repairs by Lessees	750.95	13.929.38	
General -	Interest on Bank deposit		26.75	$31.968.73
				$34.820.85

Expenditures.

Library	Books	$3128.90	
	Lect Fund	578.26	
	Binding	358.34	
	Periodicals	732.03	
	Music	3.83	
	Expense	1113.92	
	Fuel	49.92	
	Furniture	488.75	
	Insurance	385.55	
	Lectures	511.40	
	Lighting	324.88 1037.59	
	Printg & Stat'y	8115.10	
	Salaries	601.00	
	Repairs	1555.17	
	Taxes	—	
	Water	169.90	$19554.34

—

Pavilion	Salaries & labor	$850.25		
	Light & Lighting	477.55		
	Water	158.53		
	Repairs	285.55		
	Sundries	31.15		
	Telephone	42.30		
	Licenses	63.00		
	Insurance	647.50		
	Taxes	4030.91		
	Hose	46.40		$6,633.16
General	Salaries	$1350.00		
	Interest	1485.00		
	Deposit in Savings Bk	2550	5385.00	$31.572.70
Dec 1/03	Cash on Hand			$3248.15

Respectfully

John Flemming Secty.

On motion the report was received and ordered spread on the minutes.

—

Librarian The Secretary presented from the Librarian the following summary of Library work for the nine months ending Nov 30. 1903.

New members - subscription		411
Life		5
Reinstated		4
Total		420
Withdrawn	569	
Suspended	185	754
Net loss		334.
Total Membership Dec 1. 03		3179
Books added to Library		3436 volumes.
Circulation		105248 volumes
Daily average Circulation		456 volumes
Library open		230 days.

—

President President Taussig reported that the Library Building was now being renovated both inside and out; that some alterations were being made in the building; that a course of University Extension Lectures on the French Revolution was now being delivered for the Institute by Prof. H. Morse Stephens of the University of California; that the Library was now being completely catalogued, a work that would take about two years to complete; that a new system of charging books was now in operation.

—

Unfinished Business —

The amendments to the Constitution offered at the last annual meeting were then acted on.

The Chair appointed as tellers for the meeting to count divisions on votes, Messrs. J. C. Saulman and Henry Root.

Dec 5/03

Quarterly.

Amendments to Constitution.

Mr. Alpheus Bull moved that the amendments offered by him at the last annual meeting to Section 6 of Article XI of the Constitution be adopted; on the tellers' report of 55 ayes and no noes the Chair declared the **Amendment Adopted.**

—

Mr. J. C. Saulman moved that the amendment to the Constitution offered by Mr. P. J. Healy at the last annual meeting be adopted. On the tellers' report of 54 ayes and no noes, the Chair declared the —
Amendment Adopted.

—

Mr. J. C. Saulman moved that the amendment offered by L. R. Mead at the last annual meeting be indefinitely postponed. The motion was carried, ayes 46, noes 5.

—

Phillips Resolution re salaries etc

Mr. L. Ernest Phillips presented the following –

Whereas, the present indebtedness of the Mechanics' Institute is $36000 with interest accruing annually at the rate of 5% making a total of $1800 per annum to be paid out of the current receipts from all sources;
And Whereas, the membership and subscriptions resulting therefrom has materially fallen off thereby reducing the income of the Institute from the Library; showing a loss in this respect of $887.00 total per annum, as shown by the last annual Report;
And Whereas the object and purpose of the founders of the Mechanics' (sic) Institute was to promote scientific, mechanical, literary and artistic advancement; but was not intended to become an example of salaries and places, but especially of inadequate compensation on the one hand and excessive and high compensation on the other;
Therefor (sic) Be It Resolved that the office of Librarian and the office of Secretary be consolidated at a salary of $200. per month and that the salaries of the under employes of the Mechanics' Institute consisting of the Assistants and others who receive salaries far too small for the character of service rendered be advanced ten percent;
Furthermore, Be it Resolved that a committee of members of the Institute be appointed forthwith to investigate and report to the next meeting of the Institute upon the advisability of the consolidation of the offices of Librarian and Secretary and the proposed advance in the salaries of the assistants and others herein mentioned and also to investigate and report upon the action of the Trustees of the Institute and of the Finance Committee in increasing the salary of the Secretary on Nov 3rd 1903 from $150 per month to $175 per month when the salary of Secretary in more prosperous years for the Institute since July 1894 has remained at $150 per month and also the increase in the salary of the Librarian from $150 per month to $200 - and the reasons if any for such increase.

(Signed) L. Ernest Phillips
Life Member.

—

Quarterly

Dec 5/03

Mr. E. A. T. Gallagher moved that the consideration of the Resolutions be indefinitely postponed. Mr. Arthur F. Mathews moved that they be laid on the table. Mr. Mathews motion was carried.

—

Healy re Fair

Mr. P. J. Healy presented the following and moved its adoption –

Whereas one of the chief purposes of the Mechanics' Institute has been and is to give and maintain Fairs and Exhibitions and whereas it is now more than 3 years since the Institute has held a Fair,
therefore be it resolved that a committee of 5 members be selected by this meeting to consider the advisability of holding such Fair to consult with the Trustees upon the matter and report the result of their deliberation to the next meeting of the Institute or to a meeting to be called for that purpose."

Point of order on Fairs

Mr. J. C. Saulman raised the point of order that there was no authority in the Institutes' Constitution to hold a Fair. The point was declared not well taken.

Mr. Healy's motion was adopted, ayes 37, noes 13.

Reconsideration

Mr. E. A. T. Gallagher then gave notice of reconsideration of the vote on Mr. Healy's motion at the next regular meeting of the Institute.

Mr. John N. Wood moved that the committee provided for by Mr. Healy's resolution be appointed by the Chair instead of by the meeting.

Mr. George Beaneton raised the point of order that Mr. Gallagher's notice of reconsideration stayed all action on Mr. Healy's resolution. The Chair sustained Mr. Beaneton's point of order and Mr. Healy appealed from the decision of the Chair. The decision of the Chair was sustained by the meeting.

Appeal

—

Healy's new motion

Mr. P. J. Healy moved that a committee of seven members of the Institute be appointed by the Chair to consult with the Board of Trustees on the matter of holding a Fair, the Committee to report to the next regular meeting of the Institute. The motion was lost, ayes 18, noes 29.

—

The Chair declared the next order of business to be

Nominations for Trustees

Nominations For Trustees, to be voted on at the next annual election.

Mr. P. J. Healy nominated C. C. Meussdorffer, James F. Maguire, Evans P. Ayers, Howard C. Holmes, H. H. Smyth, C. W. Conlisk, J. C. Sala, Ed. McGrath, Philip O'Ryan, Geo. Pennington, James Speirs, James N. Barry, P. H. Reardon, Peter C. Yorke, O. A. Tvetmoe, A. B. Spreckels, H. D. Shea, E. A. T. Gallagher, E. P. Heald, James K. Lyons, Joseph Leggett, Thos Morvin, J. M. Curtis, Wm Broderick, C. A. Malm and C. H. Mowell

—

Quarterly.

Mr. Alpheus Bull nominated Rudolph J. Taussig George Beaneton
S. C. Irving, L. R. Mead, Geo. H. Wallis and Charles Sonntag
Mr Otto von Geldern nominated Geo C. Farrell
Mr Geo. N. Brewer nominated A. M. Hunt;

20 year members.

Mr. J. J. McDade moved that the Board of Trustees be requested to consider the matter of making Life Members of all members who had paid dues for twenty years continuously, and that at the next regular meeting of the Institute, the Board submit an amendment to the Constitution to provide for such Life Membership together with a list of the members who would be entitled to the same.
The motion was carried ayes 28 noes 4.

The meeting then adjourned.
Jos M Cumming
Secretary

J. J. Spaulding
Recording Secretary,

Dec 15, 1903.

San Francisco December 15th 1903.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig.- present at roll call, Trustees Beaneton, Bull, Heald, Lyons, Mauzy, Mead, Neal, Wallis, Mr President (9); absent at roll call Trustees Ford, Irving, Spaulding, von Geldern, Wagoner (5).

The minutes of the Board meeting of December 1st last were read and approved.

The Finance Committee recommended for payment bills amounting to $661.11 as per list below. The Finance Committee presented report of P. Van Pelt, auditor showing the Institute books audited to Dec 1. 1903 and correct, the report noting several vouchers as not being receipted at the time of auditing. the Committee presented bill of the auditor for $25 and recommended its payment. The list of bills was ordered paid by the following vote:- ayes, Beaneton, Bull, Heald, Lyons, Mauzy, Mead, Neal, Wallis, Mr President (9), noes none.
The report of the auditor was on motion received and filed.
the auditors bill was ordered paid by the same roll call as preceding ayes 9, noes none,

List of Bills Ordered Paid.

Jos. M. Cumming.	$ 101	50	✓
Amer. Brequetting Co.	2	00	✓
F. P. McInnis	60	00	✓
Inlaid Floor Co.	24.	50	✓
M. Hansen & Co.	160		✓
J. J. Newbegin	14	95	✓
Lmicke & Buechner	16	56	✓
Evening Post	21		✓
Examiner	13	50	✓
Abend Post	1	95	✓
University of Cal	165		✓
The Call	13	50	✓
L. P. McCarty	3	50	✓
W. W. Gillespie	45	00	✓
Heggarty	18	15	✓
	$661	11	

Brewer Dry
Jos M Cumming
Secty

The Membership Committee presented the following report.

Sign on Bldg.

D F Dec 15. 1903

Board of Trustees Mechanics' Institute,
Gentlemen - Your Membership Committee recommends that a sign reading
Mechanics'
Institute
Library be painted on each side of the Library

Dec 15, 1903.

Building in 2 foot shaded letters at a cost not to exceed $3 for the two signs. Respectfully submitted Bull

Jos H Lyons, Membership Committee.

The recommendation was adopted on the same roll call as preceding, ayes 9, noes none.

—

The Pavilion Committee presented the following report:

Dec 15/03.

Pav. Tenant ejected

Board of Trustees-Mechanics Institute,

Gentlemen - your Pavilion Committee reports as follows-

There is a tenant running a small candy store at No 24 Hayes St. named Mrs. Lasere. Sometime ago her store was placed in the hands of a receiver pending a suit of a party claiming partnership. The suit has practically killed her business and it has not yet been settled and she now owes 4 months rent at $17.50 per month. The tenant claims that as soon as the suit is settled she will be able to pay her rent but as it may be some time yet, we recommend that this committee be given authority to eject the tenant if in its judgment it is best to do so.

Respectfully
Robt H Neal,
Geo H Wallis
L R Mead, Pavilion Committee.

On motion the Pavilion Committees recommendation was adopted.

—

Lincoln Club lease

Pavilion Committee- Mr Neal stated that under authority granted by the Board, the Committee was now having a lease drawn up for the Pavilion annex to the Lincoln Athletic Club for 1904 at $120 per month. Mr Neal moved that the President and Recording Secretary be authorized to execute the lease on its approval by the Pavilion Committee. The motion was carried on the same roll call as preceding, ayes 9, noes none.

—

Mr Mauzy withdrew.

—

Saturday night dan. lease

Pavilion Committee - Mr. Neal reported that the Committee had been negotiating with Jas. L. Nagle et al for a lease of the Pavilion for Saturday night dances for the whole year of 1904 and that with the exception of a few details the matter had been arranged, the rent to be $103 per night, light extra. Mr. Neal moved that the President and Recording Secretary be authorized to execute the lease to Nagle et al on its approval by the Pavilion Committee. The motion was carried by the following vote:- ayes, Beanston, Bull, Heald, Lyons, Mead, Neal, Wallis, Mr. President (8) Noes None.

—

Dec 15, 1903.

List of members to be censored

On motion the Secretary was instructed to prepare a list of all members who have paid dues for the past twenty years, in accordance with the motion carried at the last quarterly meeting.

—

Candidates Notified

Mr Bull moved that the Secretary be instructed to notify each candidate nominated for Trustee at the last quarterly meeting of his nomination by means of a circular letter. The motion was carried.

—

The meeting then adjourned

John Mauzy
Secretary

J. H. Beanston
Recording Secretary

Jan 5, 1904.

San Francisco January 5th 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building to night at 8 o'clock by President Taussig: present at roll call- Trustees Beaneton, Bull, Ford, Heald, Irving, Mauzy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (8) absent Lyons (1)

—

The minutes of the meeting of December 15th 1903 were read and approved.

—

The Finance Committee recommended for payment bills amounting to $2714.08 the recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Ford, Heald, Irving, Mauzy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (9) Noes none.

Bills Ordered Paid.

			Payroll		
Pay Roll (See opp.)	$1182.	00	Jos. M. Cumming	$175.	00
Jos. M. Cumming	79.	40	M. J. Buckley	80.	00
S. F. Gas & Elec. Co.	403.	60	F. J. Teggart	200.	
Pac. States Tel. & Tel. Co.	21.	25	R. D. Colquhoun	92.	50
Spring Valley Water Co.	55.	75	W. H. Woolcock	85.	00
S. F. Chronicle	37.	80	E. M. Lawson	75.	00
Palace Hdw' Co.	1.	00	F. B. Whittier	75.	00
Harry Unna Co.	1.	10	W. McNaught	50.	00
Merc. Towel Supply & L. Co.	8.	00	H. B. Guinan	30.	00
Jos. Figer	4.	05	Kathleen Thompson	30.	00
Globe Disenfecting Co.	21.	25	Mariedna Snell	40.	00
W. P. Fuller & Co.	1.	38	W. Jennings	20.	00
Automatic Direct Line Tel	4.	05	H. Dunphy	15.	00
LeCount Bros.	6.	00	J. D. Thomas	55.	00
Gus Faber	26.	50	John E. Young	34.	50
Central Lumber Mill Co.	44.	75	Bridget Bugnicourt	20.	00
Joost Bros.	23.	30	F. B. Whittier	25.	00
H. Eisner	28.	00	Mrs. Whitbeck	50.	00
A. Serensky	1.	80	Else M. Doerrling	30.	00
Brownlee Hdw. Stove Co.	17.	60		1182	00
W. R. Eaton	300.	00			
Jos. Fredericks Co.	11.	50			
University of Cal.	165.	00			
Thomas Innis	269	-			
	2714	08			

$100 to Res. Fund. The Finance Committee reported recommending that the $100 received for Life Membership in December last be transferred to the Reserved Fund, and deposited in the Mutual Savings Bank. The recommendation was adopted by the same vote as preceding, ayes 13 Noes none.

—

Bldg. to sell desks. Building and Repairs Committee— Mr. Neal moved that the Building and Repairs Committee be given power to sell the old counters and charging desk. the motion was carried.

—

New Ledger. Printing and Advertising Committee - Mr. Spaulding reported that a new members ledger would be required for March 1st next. On motion the Committee was authorized to order same, on same roll call as preceding, ayes 13, Noes None.

—

Annex lease signed. Pavilion Committee - Mr. Neal reported that the Case of the Annex to the Lincoln Athletic Club had been signed but not delivered as the bond to secure the Case had not yet been signed.

Boarding up Pavilion. Mr. Neal also reported that the Committee contemplated boarding up

Jan 5, 1904.

back of the seats to make the building warmer and to improve the acoustics. Mr. Bull moved that the Committee be authorized to call for five bids for the work. the motion was carried.

—

The Membership Committee presented the following report.

S. F. Jan 5, 1904.

Mem. Com. Letter & members. Chronological member list.

Board of Trustees Mechanics' Institute.

Gentlemen - At the last meeting the Secretary was instructed to prepare a list of all persons who have been members of the Institute for the past twenty years in accordance with resolution passed at the last Quarterly Meeting. Your Committee recommends that a list of members be made out on cards and arranged chronologically and that this list be kept up the same as the other membership lists. To do this it will be necessary to employ a typewriter for several days.

Voting list.

In order to prepare the voting list for the next election it will require the employment of a typewriter.

We recommend that the Secretary be authorized to hire a typewriter temporarily to have all this work done.

Help for new ledger.

A new ledger for the members will have to be opened for March 1st. This will take one man's time continuously for a least three weeks.

We recommend that the Secretary be authorized to employ some one to do this at a cost not to exceed $75.00

Respectfully Alpheus Bull

Luther Wagoner Membership Committee.

The recommendation to make card list was on motion of Mr. Wagoner adopted by the following vote- ayes, Bull, Ford, Heald, Irving, Mauzy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis (9) Noes, Beaneton (1) Mr President not voting.

The recommendation to employ typewriter for voting list was carried by the following vote, ayes, Beaneton, Bull, Ford, Heald, Irving, Mauzy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr President (10) Noes none.

The recommendation to employ assistant to prepare new ledger was adopted by the same vote as preceding ayes, 13, Noes None.

—

Letters to members. The Membership Committee presented a report recommending that letters be sent to the members in regards to the use of the Library by non-members and that signs be put up in the Library to the effect that the public were not allowed the free use of the Library, the report submitted a form of letter and of signs. On motion of the Mr. Heald the matter of the letter and the signs and the sending out of the letter was referred to the Membership Committee with power to act.

—

Mauzy Leave. Trustee Mauzy requested a leave of absence for six weeks on account of his departure for the East. On motion the request was granted.

—

Mr. Neal withdrew.

—

Jan 5, 1904.

Secty. The Secretary presented report for January which was received and ordered spread on the minutes.

Secretary's Report - December 1903.

Dec 1 1903 Cash on Hand $3248.15

Receipts

Library Dues	$1966.00		
Ent Fees	44.00		
Life Members	100.00		
Books Sold	53.70		
Post & Rents	450.00		
Tallyed each	9	$2622.70	
Pavilion Rents	$825.00		
Hayes St Rents	389.00		
Gas	72.70		
Lighting	10.		
Electricity	29.90		
Licenses	20	1316.60	$3939.30
			$7187.45

Expenditures

Library Books	$63.07		
Lick Fund	80.74		
Periodicals	49.95		
Expense	44.00		
Fuel	2.00		
Furnitures	160.00		
Print Sta	55.00		
Repairs	84.50		
Salaries	840.	$1306.21	
Pavilion Salary	$80.00		
Labor	9.50		
Mantels	45.00	134.50	
General Salary	$175.00		
Allowes	165	340.00	$1781.11
			$5406.34

Jan 1 04. Cash on Hand

Statement of Receipts and Expenditures

	Net Rects	Net Expenditures
Library Rects	$2622.70	
Expenditures	1306.61	$1316.09
Pavelion Rects	$316.60	
Expe.	134.50	1182.10
Gen'l		340.00
Increase in Cash		2158.79
	$2498.19	$2498.19

Jan 5, 1904.

Statement of Bills

	Library	Books	Pav.	Gen'l	Total
Rec'd Unpd	$898.70	$941.43	$209.20	$340.00	$2389.33
Incurred in Dec	2638.36	1197.66	476.15	340.00	4654.17
	$3537.06	$2140.09	$685.35	$680.00	$7043.50
Pd in Dec	1185.50	121.11	134.50	340.00	1781.11
Unpd Jan 1/04	$2351.56	$2018.98	$550.85	$340.00	$5262.39

Statement of Income and Bills Incurred,

	Income	Bills Incurred
Library	$2622.70	$3938.02
Pavelion	1316.60	476.15
General		340
	$3939.30	$4654.17
Deficit	714.87	
	$4,654 17	

Librn. The Librarian presented report for December showing as follows.

New Members Subscribers 44
Life 2
Reinstated 1 47

Withdrawals	61.
Books added	369
Circulation	9307
Daily average	358.

The following persons reported as having joined the Institute were on motion approved.

New members.

New Members.

W J Playfair	H J Davis	Mrs Maria Jansen
J J Hardy	Fred H. Harrold	A M Whittle
Morgan Shepard	Mrs H. Watson	Chas A W (Life)
J R Fremont	J H Tate	Geo C. Ford
Chas H. Parker	R C Guppy	R B Elder
F L Hunter	F F Montens	H T. Melvick
Mrs J L Sexton	Mrs M E Power	H J Brownton
R Glenniman	N Matteuvich	Wm Brandenstein
C Remachel	M. A. Rollens	A M Band
P Holland	Mrs F G H. Chales	Thevini Ambras
Stephen Wyths m.d.	J R Pearson	Sylvia Talbot
W S. Spencer	J F. Washington	Mrs M A Baldwin
L Wizard	J H Herrphell	Jno C Gore (life)
Mrs C Schwartz	E E Perley	Miss G Lynch
J. C. Kearney	Mrs W M Watson	Geo C Crump (Re-instated)
C W Wardell	A S Brooks	

Jan 5, 1904.

Chess & Checker Medals

A letter was read from the Institute Chess and Checker Club stating that N. J. Manson had won the Institute Chess Medal and W. G. Knowlton the Checker Medal in the 1903 contests. On motion of Mr. Wallis the Secretary was instructed to get the medals by the following vote - ayes, Beanston, Bull, Ford, Heald, Irving, Mauzy, Mead, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (12) noes none.

—

O'Connor

The President stated that he had been requested to state by Rev. P. C. Yorke that the presentation of his name as a candidate for Trustee at the last quarterly meeting by P. J. Healy had been done without his knowledge or consent.

—

The Meeting then adjourned.

John Cumming
Secretary

J. L. Spaulding
Recording Secretary

Jan 19, 1904.

San Francisco January 19th 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building to night at 8 o'clock by President Taussig.— Present at roll call, Trustees Beanston, Bull, Heald, Lyons, Mead, Spaulding von Geldern, Wagoner, Wallis, Mr. President (10) absent at roll call, Trustees Ford, Irving, Mauzy, Neal (4)

—

The Finance Committee recommended for payment bills as per list below amounting to $918.73. The recommendation was adopted by the following vote:— ayes, Beanston, Bull Heald, Lyons, Mead, Spaulding von Geldern, Wagoner, Wallis, Mr. President (10) noes, none.

—

Extras - Painting

Buildings and Repairs - The Secretary stated that a list of changes and additions to the painting now in progress on the building had been prepared, in accordance with the suggestions of Mr. Arthur Mathews and the painters had submitted figures for the extras of $223.00 On motion of Mr. Bull authority to order the changes and extras was given to the Buildings and Repairs Committee by the same vote as preceding - ayes 10, noes none

—

The Library Committee recommended for purchase books amounting to $289.70. The recommendation was adopted by the same vote as preceding ayes, 10, noes none.

—

The Library Committee submitted the following report.

Jan 19, 1904.

Salaries of Liby Employees

To The Board of Trustees of the Mechanics' Institute

Gentlemen - Your Library Committee presents the following report on the status of the Library Employees at the present time.

Before the introduction of the new charging system the work of issuing books for circulation was performed by three men, Messrs. Woolcock ($80), Mayers ($80), and Lindsay ($50) who received a total of $210 a month.

At the present time the work of this department is in charge of Mr. W. H. Woolcock ($80) who is assisted by two charging clerks Miss Helen B. Guinan ($30) and Miss Kathleen C. Thompson ($30) the expenditure being $140 a month.

Mr. R. J. Colquhoun is collector and receives a salary of $90 a month.

The reference department is in charge of Mr. F. M. Lawson who receives $70 a month.

Mr. Lorin McNaught has charge of the periodicals and the basement and relieves Mr. Lawson at the reference desk. He receives $50 a month.

Mr. Wm. Jennings takes care of the order of the books on the shelves and receives $20.

Jan 19, 1904.

Miss Mauredna Snell, whose time is mainly occupied in making cards for the catalogue but who also attends to correspondence and other typewriting work, receives $40 per month.

Harvey Dunphy is messenger and attends to stamping books. He receives $15 per month.

On Sept 15th last your Board authorized this Committee to expend the sum of $3600 at the rate of $150 a month in securing a new catalogue for the Library.

Your Committee has secured the services of the following persons for this work; Miss Florence B. Whittier, cataloguer, at a salary of $100 a month, $75 from the regular salary account and $25 from the special appropriation.

Mrs. Alice J. Whitbeck, assistant cataloguer, at a salary of $50.

Mrs. Elise M. Doerfling, assistant at a salary of $30.

The work on the new catalogue was commenced Dec 1st last, and the expenditure for this purpose is at present $105 a month.

The janitor work of the building is performed by J. D. Thomas ($55), J. E. Young ($45) and Mrs. Bridget Bourgnicourt ($20).

Your Committee is desirous of having all the members of the Library staff officially elected and placed on the pay roll and so recommends as follows:-

For Collector R. D. Colquhoun (employed continuously since Jan 1890 but of whose election there is no record. ($90)

For assistant in charge of the circulation department, W. H. Woolcock (employed continuously since May 1893, but not officially elected) ($80).

For assistant in charge of Reference Department.

F. M. Lawson (employed since May 1902) ($70)

For Assistant in charge of Catalogue Department

Florence B. Whittier (employed since Sept 1902) ($75 regularly $100 during continuance of special work.)

For charging clerks

Helen B. Guinan $30

Kathleen C. Thompson $30.

For Assistants in Catalogue Department

Alice J. Whitbeck ($50)

Elise M. Doerfling ($30)

For Stenographer &c,

Mauredna Snell ($40)

For general service

W. Jennings ($20)

H. Dunphy ($15)

For Janitor Work

J. E. Young ($45)

Bridget Bourgnicourt ($20)

The names of Wm McNaught and J. D. Thomas have been previously passed upon in due form by your Board.

Respectfully Submitted

Geo Beanston
G. H. Wallis
J. G. Spaulding Library Committee.

Employees elected.

Jan 19, 1904.

On motion of Mr. Beanston the report of the Committee was adopted, roll call on the motion being same as last roll call, ayes 10, noes none.

Mr. Beanston moved that the Secretary cast the ballot of the Board for the employees recommended for election in the report. The motion was carried by the same roll call as preceding, ayes 10, noes None.

The Chair appointed as Tellers, Messrs Mead and Bull.

Mr. Mead reported that the vote of the Board had been cast for

R. D. Colquhoun	for	Collector
W. H. Woolcock	for	Assistant in Charge of Circulation Department
F. M. Lawson	for	Assistant in Charge of Reference Department
Florence B. Whittier	for	Assistant in Charge of Catalogue Department
Helen B. Guinan and		
Kathleen C. Thompson	for	Charging Clerks
Alice J. Whitbeck and		
Elise M. Doerfling	for	Assistants in Catalogue Department
For Miss Mauredna Snell	for	Stenographer &c
W. Jennings and		
Harvey Dunphy	for	General Service
J. E. Young and		
Bridget Bourgnicourt	for	Janitor Work, whereon the

Chair declared them all duly elected to the respective positions.

The Library Committee presented the following report -

Jan 19, 04

To the Board of Trustees

Gentlemen - Your Library Committee recommends that the salary of Mrs. H. B. Guinan (charging clerk) who has completed a year of service in the Library be increased from $30 to $35 to take effect Jan 1st.

Your Committee recommends that two revolving chairs for use at the new charging desk be purchased, at a price not to exceed $18 each.

Respectfully Submitted

Geo Beanston
G. H. Wallis
J. G. Spaulding, Library Com.

Mrs. Guinan raised

The recommendations of the report were adopted by the same roll call as the last, ayes 10, noes none.

New Auditorium

The President stated that he had attended a meeting called to discuss the matter of improving and beautifying the city, that the necessity of a new auditorium for the city had been talked of and that he had stated to the meeting that if any one desired to contribute anything towards improving the Mechanics' Institute Pavilion, he would guarantee that the money would be properly spent.

Offer for basement

A letter was read from J. M. Isaac making offer of $100 per month for basement under Library provided certain changes were made. On motion of Mr. Bull, the Secretary was instructed to notify Mr. M. Isaac

Jan 19, 1904.

that the basement was not for rent.

—

O.C. Yorke letter. A letter was read from O C Yorke stating that the placing of his name in nomination for Trustee at the last quarterly meeting had been done without his authority and that he thought the person so doing had transgressed the bounds of good manners.

—

Illegal taxes. A letter was read from Fox and Friend making proposition to endeavor to collect taxes paid by the Institute in November 1902 and April 1903 and since declared illegal, on the basis of their receiving 50 per cent of the amount recovered. On motion the matter was referred to the Finance Committee.

—

Pres. auth. to get safe dep. box. The President stated that he had taken possession of the insurance policies on the Library Building and contents and the bonds of the Librarian and Secretary. Mr Lyons moved that the President be authorized to rent a safe deposit box for keeping these papers, in the Crocker Woolworth National Bank safe deposit vaults, at a cost not to exceed $5 a year. The motion was carried by the same roll call as the last, ayes 10, noes none.

—

Bills Ordered Paid, sep 7/14.

Jos. M. Cumming.	$ 97	45
A. M. Robertson	41	64
J. J. Newbegin	74	35
Chronicle	15	75
Wm. Bacon	2	50
Edw. C. Bronson	80	00
Payot Upham Co.	125	67
L. H. Cary	8	12
R. F. Cowan	4	25
Smithsonian Inst.	27	50
Lemcke & Buechner	15	25
The Guide	1	50
Amer. Park & Outdoor Assn.	2	00
The Call.	13	50
Astronomical Soc'y	5	00
Hicks Judd Co.	77	49
John Middleton	40	47
Century Elec. Co.	161	14
Allens Press Clipping Bu.	6	00
S.F. Gas & Elec. Co.	50	90
Library Bureau.	68	25
	$918	43

The meeting then adjourned.

Jos M Cumming
Secretary

J. J. Spaulding
Recording Secretary

Feb 2. 1904.

San Francisco February 2nd 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig:- present at roll call, Trustees Beanston, Bull, Ford, Heald, Lyons, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (11), absent at roll call Trustees Irving, Mauzy, Mead. (3)

—

The minutes of the last meeting were read and approved.

—

The Finance Committee recommended for payment bills amounting to $5015.00. The recommendation was adopted by the following vote:- ayes, Beanston, Bull, Ford, Heald, Lyons, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (11) Noes none.

—

Bills Ordered Paid.

			fwd	$2680	72
Pay Roll:			Chas. Scribners Sons	10	00
Jos. M. Cumming	$ 175.		J. Tauzy & Co.	8	40
M. G. Buckley	80		Cunningham Curtiss & Welch	202	53
F. J. Teggart	200		Bancroft Whitney Co.	15	00
N. D. Colquhoun	95		F. W. Barkhaus	2	34
W. H. Woolcock	80		A. M. Robertson	92	67
F. M. Lawson	75		H. H. Moore	2	00
F. B. Whittier	75		Paul Elder & Co.	190	99
Wm. McNaught	50		Eng. & Mining Journal	18	70
H. B. Guinan	35		M. M. Husted	8	00
Kathleen Thompson	30		H. W. Wilson Co.	11	
M. Snell	40		Mining & Sci. Press	7	00
Wm. Jennings	20		Chronicle	21	
H. Dunphy	15		Henry Ehrat	71	
J. D. Thomas	55		Eugene P. Egan	1	90
J. E. Young	45		M. C. Baker & Son		75
B. Bougnicourt	20		E. G. Denniston	1	50
F. B. Whittier	25		H. Simpson	1	00
A. G. Whitbeck	50		Automatic Direct Line Tel.Co.	5	25
E M. Doerfling	30		Marc. Towl. Co.	4	25
	1200		New England Soap Co.	2	00
			Pac. State Tel. Co.	27	05
			Jos. Fisler	5	00
			Tomoye Press	2	00
Jos. M. Cumming	28	50	H. S. Crocker Co.		75
Spring Valley Water Co.	30	45	Day & Mollinton	13	75
Pac. Aux. Fire Alarm Co.	36		Bent & Meyer Clerks	5	00
Gus Faber	221	15	Payot, Upham Co.	1	25
H. Eisner	12		S. F. Typewriter Ex.	2	00
Central L. M. Co.	1	05	Patrick & Co.	1	50
J. M. Quadt	24		J. M. Torries	12	50
A. Serensky	2	00	John Partridge	17	50
Brownlee Hardware Co.	55	80	Gas Consumers Assn.	33	
Joost Bros.	12	15	Century Electric Co.	403	99
Lemcke & Buechner	667	55	S. F. Gas & Elec Co.	98	10
Payot Upham & Co.	348	22	W. W. Gillispie	2	
Scientific Amer. Club	30		J. A. Thomas	15	26
J. J. Newbegin	1	85	L. & F. Emanuel	210	00
Emanu-El	10		Library Bureau	136	50
fwd	$2680	72	Child Bros	89	85
			E. B. Young	415	00
			University of Calif.	165.	00
				$5015.	00

The Library Committee presented the following report

Rd F. Feb 2. 1904

Board of Trustees Mechanics' Institute,

Gentlemen:- Your Library Committee reports as follows:-

We recommend

Stack ordered. 1. That one more book stack similar to the ones recently bought be purchased. This will cost $30 besides the cost of painting.

sick curtain. 2. That a silk curtain on brass rods be put back of the new charging

desk to shut off the view of the interior of the desk from the streets. This will cost $26.

Respectfully
Geo Beaneton
Geo H Ballis
J.D. Spaulding, Library Committee

On motion, the committee recommendations were adopted by the same vote as the last roll call, ayes 11, noes none.

New Libry Bldg Com.

New Library Building Committee - Mr. Wagoner stated that he had called a meeting of this Committee but that a quorum had not appeared. Mr. Wagoner stated further that in view of the improvements now under way in the Library Building it was unlikely that a new building would be needed for a long time and also that until something definite was known about a site, it would be impossible to formulate plans.

—

The Membership Committee presented the following report.

S.F. Feb 2, 1904.

Board of Trustees Mechanics' Institute -

Gentlemen: - Your Membership Committee reports as follows - We have stopped the "ad" in the Sunday book review page of the Chronicle. We inserted an "ad" in the special California Club edition of the Bulletin which appeared today. This "ad" of 6 inches and a reading notice of 6 inches cost $21.00.

Ads Chronicle & Bulletin

Respectfully
Alpheus Bull
Luther Wagoner
James N. Lyons membership Committee.

On motion of Mr. Neal, the Committees action was approved by the same vote as the last roll call - ayes 11, noes none.

—

Secty. The Secretary presented report for January which was received and ordered spread on the minutes.

Secretary's Report

Jan 1, 1904	Cash on Hand		$5406.34
	Receipts		
Library			
	Dues	$1168.00	
	Ent Fees	50.	
	Books Paid for	40.70	
	Books Rents	450.00	
	Sale gold disk	20.	$1728.70
Pavilion	Box Rents	1242.00	
	Hayes St Rents	447.00	
	Gas	146.00	
	Lighting	16.00	
	Electricity	27.50	

(Secty cont'd)	Licenses	30		
	Damage	6.10		
	Labor	2.	$1916.60	
General -	Interest on Deposit in Central Trust Co. Acct.	19.70		$3665.00
				$9071.34

Expenditures

Library	Books	$378.12	
	Librarians Fund	29.16	
	Periodicals	83.00	
	Binding	37.49	
	Expense	138.83	
	Fuel	40.47	
	Furniture	39.75	
	Lectures Building Pavilion	17.50	
	Lighting	349.44	
	Repairs	578.50	
	Wages	16.05	
	Salaries	949.65	$2737.96
Pavilion -	Salary	80	
	Labor	25	
	Gas	208	
	Lighting	28	
	Electricity	58.20	
	Repairs	11.95	
	" Hayes St	5.15 / 9.50	
	Telephone	5.50	
	Scavenger	1.80	
	Glazing	1.4	
	Hardware Lumber	68.05	
	Wages	30.20	
	" Hayes St	9.50	$554.85
General -	Salary	175.00	
	Sprinkler Rent	100.00	
	Interest	165.00	440.00
Feb 1/04	Cash on Hand		$3732.81
			$5338.53

Statement of Bills

	Liby Gen'l	Bookstr.	Pav.	Gen'l	Total
Jan 1 unpd.	$2351.56	$2019.98	$550.85	$340.00	$5262.39
Incurred in Jan'y	1850.78	372.91	526.75	765.00	3505.44
	$4202.34	$2392.89	$1077.60	$1105.00	$8767.83
Paid in Jan	2170.19	567.77	554.85	340.00	3632.81
Unpd Feb 1, 04	$2032.15	$1825.12	$522.75	$765.00	$5135.02

Statement of Income & Bills Incurred.

	Income	Bills Incurred
Liby	$1728.70	$2223.69
Pav	1916.60	526.75
Gens	19.70	755
	$3665.00	3505.44
Surplus		157.56
		$3665.00

Respectfully
J.D.S. Committee

Feb 2 1904.

Libn

The Librarian presented report for January showing as follows -

New Members	50
Withdrawn	22.
Volumes added	379
Total Circulation	11.588
Daily average	412.

The following persons mentioned in the report as having joined the Institute were on motion approved.

New Members

New Members 4

Jno P. Freeland	E E Davis	R B Bruce
Thos Wilson,	D F. Fish	Mrs M S Koseland
Milan Soule'	H. A. Smith	Caroline L Guild Mrs
Henry L. Tyler	H. M. Jones	Thos C Stellman
Mrs E. Doucett	A. E. Rozell	H. C. McNaughey
Jno W Hatch	Mrs E. F. Ickrei	M R Detels
C L Bradley	Miss Fanny Mayblum	Wm H. Woolcock
Karl Rosen	E. Thurston	Chas A Nevrald
L. J. Starr	R. S. Browne	H. C. Mewry
L. H. Maitland	Mrs W O H Martin	H. C. Deane
E. Lebrian	Mrs Oscar Hoffman	Miss M P. Freeman
T. R. Holm	Miss Merle Lawson	H. Hoag
Edmund Kellogratt	R. E. E. Martin	Miss Les Krieplin
H. Wright	J. V. Badesen	Mrs C H Bentley
H. S. Guggenhime	H. T. Crosby	Irving Denton
Chas S. Girvan	Chas N Wilcox	Albert DeLeon
J. H. Gaithwaite	E. Wallenstein	

Night Watchman

The Secretary stated that the night watchman employed in the neighborhood wanted to know if the Institute would pay him anything for watching the building. On motion referred to the Library Committee to investigate and report at the next meeting.

Election Com.

Mr. Neal moved that the President appoint a committee of three to arrange details for and supervise the coming annual election. The motion was carried. The Chair appointed as the Committee Trustees Neal, Bull, von Geldern.

Polls

On motion of Mr. Bull it was ordered that the polls be opened from 11 a.m. to 9 P.m. as heretofore.

Instruction to Judges

On motion of Mr. Wagoner it was ordered, that the Election Committee instruct the judges of election not to open the ballot box till the polls were closed.

Medical Socy.

Mr. von Geldern inquired if the State Medical Society was still using the building for an office. (the Library Committee)
Mr Beaston stated that they had given orders for them to vacate and Mr Leuning stated that the Librarian had so notified the society and they would vacate shortly.
The meeting then adjourned
Jno M Cummings recdg

J. J. Spaulding
Recording Secretary.

Feb 16/04.

San Francisco February 16th 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Talcott, present at roll call, Trustees Beaston, Bull, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (11) absent at roll call, Trustees Ford, Heald, Macey (3).

The minutes of the last meeting were read and approved.

The Finance Committee reported, recommending the following bills for payment.

S. F. Gas & Elec. Co.	$206.55	
J. F. MacInnis	75.	
W. R. Eaton	600.	
J. H. Wood	39.	
J. M. Carroll	24	$944.55

The recommendation was adopted by the following vote - ayes, Beaston, Bull, Irving, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (11) noes none.

Illegal Tax

The Finance Committee presented a letter from C. B. Young, attorney, in regard to taxes for 1903-3 part of which was levied illegally; the letter recommended that no action be taken for the present. On motion of Mr. Bull the letter was ordered filed and it was also carried that the advice of the attorney be followed.

The Buildings and Repairs Committee presented the following report.

S. F. Feb 16/04.

Board of Trustees Mechanics Institute.

Gentlemen - Your Buildings and Repairs Com. reports as follows.

The painter will finish his report in about a week.

B & R Com

We recommend that this Committee be authorized to sell the old gas fixtures which have just been taken down, for the best price obtainable.

flowers & globes shades &c.

We recommend that this Committee be given authority to purchase kick plates for the entrance, to put up new shades in the Board Room and to put proper protectors on the new oak stairs.

The bills yet to pay for the recent putting up after paying bills presented tonight are approximately as follows.

W. R. Eaton	$700
J. H. Wood	250
Ind. Acknowledge	475
Cullen, Electrician	180
Sundry	150 — 1755

Respectfully
G. H. Irving } Buildings
James H. Lyons } and Repairs Com.

On motion of Mr. Neal, the Committee recommendations were adopted by the same roll call as last ayes 11 noes none.

Feb 16/04.

The Library Committee reported as follows—

D. J. Feb 16/04.

Board of Trustees Mechanics' Institute.

New Chess men

Authority to Chess Club

Gentlemen — Your Library Committee reports as follows:-
At the last meeting of this Committee a representative of the Institute Chess and Checker Club was present and requested 4 new sets of chess men, 2 sets of checkers, a desk, a locker and he asked that the officers of the Club be given some authority to enforce order in the Chess Room. We will provide the checkers, locker and desk from what we have on hand, and we recommend that 4 new sets of chess men be ordered.
We have instructed the Librarian to put into the Chess Room the chess tables that are being used in the Library Rooms.
The request of the Chess Club to have their officers empowered to keep order in the Chess Room is referred to your Board for consideration.

1904 Periodicals

We have approved subscriptions for periodicals for 1904 and present bills of

D. J. News 6— $ 820.85
Lemcke & Buechner 625.89
£ 1446.74

Respectfully Library Com
Geo Beaneston
J. S. Spaulding
Geo H. Wallis.

The recommendation to buy chess men was adopted by the same roll call as Cast, ayes 11, noes none.
The action of the Committee in renewing subscriptions was approved by the same roll call as the Cast, ayes 11 noes none.
On motion of Mr. Neal, the three bills for periodical subscriptions were ordered paid on the same roll call as the Cast, ayes 11 noes none.
On motion of Mr. Neal, the matter of authorizing the Chess Club officers to enforce order in the Chess Room was left in the Committee's hands to investigate further.

—

Saturday Night lease - Pav. lease cancelled

Pavilion Committee — Mr. Neal stated that negotiations with Mr. Nagle for lease of the Pavilion for Saturday nights had ended. The President stated that he had cancelled the signatures of the Institute officers in the two copies of the lease which were still in the Secretary's safe.

—

New Library Building Committee — Mr. Wagoner presented the following report which was received and ordered spread on the minutes.

D. J. Feb 16/04

New Bldg

To Board of Trustees of the Mechanics' Institute—
Gentlemen — Your New Library Building Committee begs to present the following report—
Since the appointment of this committee your Board thoroughly renovated the present Library building, as a result there has been no immediate need of action by this Committee.
Your Committee however has given the subject some thought and wishes to impress upon your Board that the improvements in the present building should not be considered as other than a temporary expedient. Your Committee believes that when completed,

the new building for the public library, provided for in the Bond issue last year will have a marked effect on the popularity of our own library.
At the same time it is useless to go ahead in the preparation of plans until the question of a site shall have been decided. The principles of library construction are well understood as are the needs of the Mechanics' Institute, the principal problem of our building will be the adjustment of these in relation to a special site.

Respectfully Lucien Wagoner
Robt W. Neal
J. S. Spaulding
L. R. Mead, New Library Bldg Com.

—

The Committee to prepare for the Annual Election reported as follows—

D. J. Feb 16/04.

Election Judges &c

Board of Trustees Mechanics' Institute.

Gentlemen — Your Committee appointed to prepare for the annual election report as follows—

1. We recommend for judges of election Henry Root
David Kerr
James M. Kelley.

2. For Installation Committee J. P. Fraser
A. J. McNicoll
J. H. Gilmore.

3. That the voting place be located on the 1st floor of the Library
4. That this Committee be given power to employ the necessary clerks and provide meals for the Judges
5. That this Committee be given authority to make such rules as will insure the conduct of the election in an orderly manner.

The ballots are being delivered Respectfully
Robt W. Neal
Agnew Bull
Otto von Geldern Election Committee.

On motion of Mr. Beaneston the recommendations of the report were adopted.
On motion the Secretary cast the ballot of the Board for the Installation Committee recommended in the report the Chair appointed Messrs. Mead and Bull tellers.
On the tellers report of the entire vote of the Board cast for Messrs J. P. Fraser, A. J. McNicoll J. H. Gilmore for Committee to install the Trustees elected at the next annual meeting, the Chair declared them duly elected.

—

Chronological list of Members and age, amendment

The Secretary presented report of members arranged according to date as instructed Jan 5th Cast, this report having been drawn in accordance with the instructions of the Cast Quarterly meeting in regard to making life members of those who have been members for twenty years.
Mr. Beaneston moved that the advisability of making twenty year members life members be referred to the Membership Committee to report at the next meeting. The motion was carried.
Mr. Beaneston moved that the matter of framing an amendment to the Constitution

Feb 16/04.

to make life members of twenty year members as requested by the East Side Quarterly meeting be referred to the Committee on Constitution and By Laws & report at the next meeting. The motion was carried.

—

Lick Clock Mr. Bull moved that the clock formerly in the assembly hall, and the frame of which was made and presented by James Lick be put up in the Board Room. The motion was carried,

—

On motion of Mr. Wallis, the Secretary was instructed to invite to the next Board meeting, such Trustees as would be elected at the coming annual meeting.

—

The meeting then adjourned

Jos M Cumming
Secretary

J. G. Spaulding
Recording Secretary

San Francisco March 1st 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig - present at roll call Trustees Beaneton, Bull, Heald, Irving, Lyons, Mauzy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (13) absent Ford (1). Trustee elect James Sievs was also present.

—

The minutes of the last meeting were read and approved.

—

Mr. Ford entered.

—

The Finance Committee recommended for payment bills amounting to $2547.79 The recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Ford, Heald, Irving, Lyons, Mauzy, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (14) Noes none.

Bills Ordered Paid.

Pay Roll	~~1197~~	~~50~~	Ford	2382.79
Teggart, F. J.	200		University of Cal.	165 ✓
R. D. Colquhoun	95			
W. H. Woolcock	82	50		$ 2547.79
F. M. Lawson	75			
F. B. Whittier	75			
Wm. McNaught	50			
H. B. Guinan	35			
I. Thompson	30			
Mariedna Snell	40			
Wm. Jennings	20			
H. Dunphy	15			
J. D. Thomas	55			
J. F. Young	45			
Bougnicourt	20			
Whittier	25			
Whitbeck	50			
Doerfling, F. M.	30			
Jos. M. Cumming	175			
W. G. Buckley	80			
	1197	50		
Jos. M. Cumming	104	51 ✓		
F. J. Teggart	55	55 ✓		
J. H. Wood	75	✓		
Century Elec. Co	177	23 ✓		
S. V. Water Co.	35	35 ✓		
F. P. Mac Innis	433	✓		
Bush & Mallett Co.	26	✓		
Revere Rubber Co.	10	50 ✓		
Jos. Fredericks Co.	52	90 ✓		
S. F. Gas & Elec. Co.	125	50 ✓		
H. Fisner	8	✓		
W. M. Weil	33	75 ✓		
The Bulletin	21	✓		
Buchanan Bros	3	00 ✓		
Auto. Dir. L. Tel. Co.	6	75 ✓		
Pac States Tel. Co.	17	25 ✓		
Ford	2382	79		

Jos M Cumming Secretary

—

The Finance Committee reported recommending that the $100 received for life memberships in February be transferred to the Reserve Fund and deposited in the Mutual Savings Bank. The recommendation was adopted by the same roll call as the last, ayes 14 Noes None.

—

The Building and Repairs Committee presented the following report:-

see next page.

Mch 1/04.

Doors to assembly Room.

S.F. Mch 1/04

Board of Trustees Mechanics Institute

Gentlemen – Your Buildings and Repairs Committee reports as follows: – We call your attention to the fact that both sets of doors from the assembly room to the hall often unused; these doors are in very bad condition besides. We recommend that these doors be re-covered with baize to match the doors opposite and that they be hung to swing outward.

Respectfully
D.C. Ewing — Bldg
Byron Mauzy — Rep Com.
James H. Lyons

On motion the committees recommendations were adopted by the same roll call as the last, ayes 14, noes none.

The Library Committee recommended for purchase books amounting to $121.20. The recommendation was adopted by the same roll call as the last – ayes 14, noes none.

Lectures and Class Committee – Mrs von Geldern announced that the Technical Society would hold a lecture March 4th and the Institute members were invited.

Pav annual

The Pavilion Committee presented its annual report which was received and ordered spread on the minutes.

Pavilion Committee – Annual Report.

S.F. Mch 1, 1904.

Board of Trustees Mechanics Institute –

Gentlemen – Your Pavilion Committee presents the following Annual Report

The returns from the Pavilion for the past year compare with the previous year as follows –

	Pavilion Rents	Hayes St Rents	Net Rects for Block
Year ending Mch 1/03	$12782.50	$4641.50	$17020.06 less $2589.16 less machinery sales 11430.90
" " Mch 1/04	12,561.60	$5129.00	11167.72

There is already signed and in immediate prospect for next year Pavilion rent amounting to $9000.

There is no doubt but that with a few thousand dollars spent in improvements the Pavilion rents could be greatly increased.

The rates of rent for the Pavilion are as follows –

Single nights $150 with discretion to the Committee to reduce rate to $100
Six days 100 per day
Twelve days 75 " "
One month or more 50 " " Lighting in all cases extra.

The tenants on Hayes St with amounts of rent are as follows.

#12-12	Mrs. Muirhead	$250	Paid to Mch 1, Lease expires Jan 1, 1905
14-16	E.L. Snell	25	" " " "
14½	Mrs Symons	16	" " Sept 1, 03
18	Jno Swadt	32.50	" " Mch 25
20/22	E. Healy	50	" " Mch 1
24	W Reichtein	20	" " Mch 5
24½	Mrs. Fraser	16	" " Mch 1
26	G.H. Badger	7.50	" " Sept 1, 1903.
26	Gardner & McCurdy	12	" " Feb 15
26½	E. Healy	18	" Mch 1
Annex	Lincoln Club	120	" Mch 1. leased to Jan 1. 05.

There is an uncollected claim of 4 months rent amounting to $40 against Mrs Lacroe former tenant at No 24.

Respectfully
Robt W Neal
Geo H Wallis
L R Mead. Pavilion Committee

Membership annual

The Membership Committee presented its Annual Report which was received and ordered spread on the minutes

Membership Committee Annual Report.

S.F. Mch 1/04

Board of Trustees Mechanics Institute

Gentlemen – Your Membership Committee presents the following Annual Report –

There were 555 subscribing and 9 life members joined the Institute and 6 re-instated during the year, and 879 withdrawals a net loss of 309.

The withdrawals were for the following reasons –

Not using	178	Using other Inst.	3
Left city	247	No lunch room	1
Deceased	57	Sickness	2
No reason given	74	Impecuniosity	3
Stationery Engineers	37	Asked to pay dues before voting	1
Notices returned	26	Wants printed catalog	1
Joined Bookhouse	23	Objects to extras	1
" Mercantile	6	Books dirty	1
" Free Library	5	No new French Books	1
" Alameda "	1	cant get opera scores	1
" French "	1	Waits too long for	
Dissatisfied	9	neglected books	2
Resigned	13	Suspended	185
		Total	879

So far as known no actual count of the members has ever been made, the membership being reported by the Librarian quarterly. A count made at the close of business Feb 29th shows as follows –

(Mem. Com. cont) Honorary Members 9
Life " 177.
Subscribing " 3073 3259
As reported by Librarian Mch 1. 1904 3210
No. to add to membership report 49

The subscribing members dues were paid on Mch 1 as follows.

Paid to Mch 1, 1901 — 1
June 1. 1901 — 1
Mch 1. 1902 — 1
June 1. 1902 3
Sept 1. 1902 10
Dec 1. 1902 29
Mch 1. 1903 47
June 1. 1903 83
Sept 1. 1903 160
Dec 1. 1903 482
Mch 1. 1904 2101
June 1. 1904 128
Sept 1. 1904 13
Dec 1. 1904 12
Dec 1. 1905 1
Dec 1. 1906 1 3073.

The membership chronologically is as follows.

Honorary 9
Life 177
Accepted membership 21 still in use. 207

Joined prior to 1869 — 13
" Jan to Mch 1869 — 3
" prior to Mch 1. 1870 — 2
" 1871 — 1
" 1872 — 5
" 1873 — 5
" 1874 — 7
" 1875 — 5
" 1876 — 9
" 1877 — 7
" 1878 — 8
" 1879 — 9
" 1880 — 13
" 1881 — 11
" 1882 — 20
" 1883 — 25
" 1884 — 50
" 1885 — 37
" 1886 — ~~68~~ 69
" 1887 — 48
" 1888 — 58

(Mem. Com. Cont) Joined prior to Mch 1. 1889 — 45
" 1890 — 81
" 1891 — 64
" 1892 — 90
" 1893 — 121
" 1894 — 83
" 1895 — 104
" 1896 — 149
" 1897 — 125
" 1898 — 144
" 1899 — 126
" 1900 — 198
" 1901 — 177
" 1902 — 273
" 1903 — 336
1904 — 534 3052 3259.

Respectfully
Alpheus Bull
James H. Lyons
Luckey Wagoner
} Membership Committee

The Membership Committee presented the following report which was on motion received.
S. F. Mch 1. 1904.

Membership 20 year amendment

Board of Trustees Mechanics Institute

Gentlemen:- Your Membership Committee reports as follows:- At the last meeting you referred to this Committee the matter of the advisability of making life members of those who have paid dues for 20 years continuously.

There are 190 members who would be effected if this proposition were carried into effect and your Committee reports that in its opinion the proposition is not advisable. If it were extended to make a 25 year term there would be 73 members effected and your Committee suggests the consideration by the Board of the advisability of amending the Constitution to make 25 year members life members.

Respectfully
Alpheus Bull
James H. Lyons
Luckey Wagoner
} Membership Committee.

Mr. Ford for the Committee on Constitution and By-Laws presented the following.
S. F. Mch 1/04.

20 year amendment

Board of Trustees Mechanics Institute

Gentlemen - Your Committee on Constitution and By Laws to whom was referred the drafting of the proposed amendment to the Constitution providing for adding to the list of life members all members who have paid all dues continuously for twenty years beg leave to report as follows:- Amend section 5 of article 8 of the Constitution

Mch 1/04.

so that the same shall read as follows.

"Sec. 5. Persons of good character may become life members of this Association upon approval by the Board of Trustees, by signing the Constitution and By-Laws and paying a fee of fifty dollars. Also members of this Association who have paid all dues continuously for twenty years, shall, upon application therefor to the Board of Trustees, be made life members.

Life members shall be entitled to all the privileges of membership and shall be exempt from all dues or assessments during their lives."

Tracy L. Ford.
S.G. Irving
Geo Beaneston Com. on Const. & By-Laws.

Mr. Neal moved that the amendment as drawn up by the Committee be submitted to the coming quarterly meeting with the recommendation that it be not adopted.

Mr. Wagoner moved to amend by striking from the motion the words "with the recommendation that it be not adopted". Mr. Wagoner's amendment was adopted by the following vote:- ayes, Beaneston, Bull, Ford, Irving, Mauzy, Mead, Spaulding, Wagoner, Mr. President (7) Noes, Heald, Lyons, Neal, von Geldern, Wallis (5). The motion as amended was then carried.

—

Mr. Mauzy withdrew.

—

Medical Soc'y Gone

The President reported that the Medical Society which has been using the small front room on the third floor for an office had vacated it.

—

Drawing Desks Sold

The President stated that the S.F. Art Assn. wished to buy the desks formerly used by the Institute mechanical drawing class. Mr. Wallis moved that the Secretary be authorized to sell the desks to the Art Assn for $2.50 each. The motion was carried.

—

Room to Viticultural Soc'y

The President stated that a request had been made to him by Prof. Dwight of the State University for the use of the assembly Hall for two days in March for the formation of a viticultural society and that Prof. Stephens of the State University had requested the use of the room for April 9th to form the Pacific Coast Branch of the American Historical Society. On motion both requests were granted.

—

Mr. Ford offered the following and moved that it be adopted and that it be submitted to the coming quarterly meeting as part of the Board's report:

Resolved, That it is the sense of this Board, that while any amendment to the Constitution looking to the creation of life members on account of payment of dues for any length of time is of doubtful expediency, yet if any such amendment be considered, it should not be based upon a less period than twenty-five years.

Mr. Ford's motion was carried.

—

Mch 1/04. 735

Judges

The following report from the Judges of Election was read, ordered spread on the minutes and ordered read at the coming quarterly meeting.

S.F. Feb 23, 1904

Board of Trustees, Mechanics' Institute

Gentlemen:- The Judges appointed by your Board to supervise the annual election for seven Trustees of the Mechanics' Institute, held this day report as follows.

There were 630 votes cast, of these there were 20 null votes. The result of the vote was as follows.-

George Beaneston	461
Edw. Gallagher	71
E.P. Heald	458
A.M. Hunt	190
James H. Lyons	479
L.R. Mead	468
Chas. Sonntag	296
James Speers	399
R.J. Tawsey	473
E.A. Tweetmeyer	46
Geo. H. Wallis	432.

The following seven having received the highest votes have been elected:- George Beaneston, E.P. Heald, James H. Lyons, L.R. Mead, James Speers, R.J. Tawsey, Geo. H. Wallis.

Respectfully
Henry Root
David Kerr
James M. Kelley
} Judges of Election.

—

Secy

The Secretary presented financial statement for February which was received and ordered spread on the minutes.

Secretary's Report for February.

Feb 1, 1904 Cash on Hand — $5338.53

Receipts

Library dues	1161.50	
Ent. Fees	50.	
Life Memberships	100.	
Books Paid for	60.55	
Bell St. Rents	450.	
Sale voting lists	25	$1847.05
Pavilion Rents	$216.00	
Hayes St. Rents	515.00	
Gas	38.60	
Lighting	2	
Electricity	29.20	
Licenses	10	
Telephone	2	1812.80
Interest - Interest on use of Cent. Lots to Mch 1.		6.96
		$3666.81
		$9005.34

Decy

Expenditures.

Library	Books.	1127.20		
	" Lick Fund	378.57		
	Periodicals	1566.62		
	Expense	222.86		
	Fuel	89.85		
	Furniture	346.50		
	Lectures signs	1.90		
	Lighting	740.16		
	Print Mtls	56.25		
	Repairs	675.00		
	Salaries	745.00		
	Water	15.65	$ 6165.44	
Pavilion	Salary	80.00		
	Labor	7.50		
	Electricity	18.80		
	Lighting	12.00		
	Repairs	273.95		
	Misc Lumber	15.20		
	Insurance	36.		
	Water	7.70		
	" Hayes St.	5.10		
	Repairs "	27.00		
	Glazing	2.	$ 485.25	
General	Salary	175.00		
	Interest	165.00		
	Legal Expense	415.00	$ 755.00	$ 7405.69

Mch 1.1904 Cash on Hand. $ 1599.65

Statement of Bills Incurred and Paid.

	Liby Gen.	Books.	Pav.	Genl.	Total
Unpd Feb 1.	$ 2032.15	$ 1825.12	$ 522.75	$ 755.00	$ 5135.02
Incurred in Feb.	3144.84	1323.67	144.35	340.00	4952.86
	$ 5176.99	$ 3148.79	$ 667.10	$ 1095.00	$ 10087.88
Paid in Feb.	3093.05	3072.39	485.25	755.00	7405.69
Unpd Mch 1.	$ 2083.94	$ 76.40	$ 181.85	$ 340.00	$ 2682.19

Statement of Income and Bills Incurred.

	Income	Bills Incurred.
Library	$ 1847.05	$ 4468.51
Pavilion	1812.80	144.35
General	6.96	340.00
	$ 3666.81	$ 4952.86
Deficit	1286.05	
	$ 4952.86	

Respectfully
Jno M Cummins
Secretary

Decy

The Secretary presented report for quarter ending Feb 28, 1904 which was received and ordered spread on the minutes.

Secretary's Quarterly Report.

1903 Dec 1. Cash on Hand — $ 8232.48.15

Receipts

Library	Dues	$ 4293.50		
	Ent Fees	144.00		
	Life Membership	200.00		
	Books Sold	154.95		
	Rents	1350.00		
	Sale old materials	29.00		
	Sale voting lists	25.00	$ 6198.45	
Pavilion	Rents	$ 3283.00		
	Hayes St Rents	1321.00		
	Gas	257.30		
	Lighting	28.00		
	Electricity	86.60		
	Licenses	60.00		
	Damage	6.16		
	Labor	2.00		
	Telephoning	2.00	$ 5046.00	
General	Interest on deposit			
	Central Trust Co to Mch 1.	26.66.	$ 11271.11	
			$ 14519.26	

Expenditures.

Liby	Books	$ 1568.41	
	Lick Fund	415.80	
	Periodicals	1699.57	
	Binding	77.49	
	Expense	405.68	
	Fuel	132.32	
	Furniture	586.25	
	Lights 1.90		
	Lectures Cards 17.50	19.40	
	Lighting	1089.54	
	Print Mtls	111.25	
	Repairs	1338.00	
	Salaries	2734.65	
	Water	81.70	$ 10210.01
Pavilion	Salary	$ 240.00	
	Labor	42.00	
	Gas	208.00	
	Electricity	74.00	
	Lighting	40.00	
	Insurance	45.00	
	Repairs	285.90	
	Misc Lumber	81.25	
	Insurance	36.00	
	Water	39.98	
	" Hayes St.	14.60	
	Repairs "	41.65	
	Glazing	3.80	
	Telephone	5.50	
	Scavenger	14.00	1174.68

Mch 1/04.

Secy

Secty's Gen'l Salary $525.00
Interest 495.00
Legal Expense 415.00
Def in Res Fund 100. $1535.00 $12.919.61
Mch 1. 04 Cash on Hand $1599.65

Statement of Bills Incurred and Paid

1903	Libry Gen.	Books.	Pay.	Gen'l	Total
Def'l. Bills unpd.	$898.70	$941.43	$209.20	$340.00	2389.33
Incurred in Jr.	7633.98	2896.24	1147.25	1435.00	13112.47
	8532.68	3837.67	1356.45	1745.00	15.501.80
Pd in Jr.	6448.74	3761.27	1147.60	1435.00	12819.61
Unpd Mch 1/04.	2083.94	76.40	181.85	340.00	2,682.19

Statement of Income and Bills Incurred.

	Income	Bills Incurred.
Libry	6198.45	10530.22
Pay	5046.00	1147.25
Gen'l	26.66	1435.00
	11.271.11	13112.47
Deficit	1841.36	
	13.112.47	

Respectfully
John Cumming Secretary.

Libn

The Librarian presented report for February showing as follows -

New members - Subscription 50,
Life 1
Re-instated 1
Transferred from absent 1
" Subs to Life 1
Withdrawn 34
Books added 204
Circulation 11.697
Daily average. 487.

The report was received and the following persons names therein as having joined the Institute were on motion approved.

New Members.

F.L. Cleaves (re-instated)
Albert Meyer (Life)
E.W. Hobbs (Year to Life)
Mrs M.J. Campbell (Transfer)
Mrs E.M. Elliott
F.F. Springer
W.C. Waters
Fred Lundstrom
J.G. Mather
Rudolph Auff
Archibald Johnson
Elam Miller
Armond Jackson
Gideon P. Woodward
Chas E. Johnson
Dr. H. Schwarz
Fred W. Dorr
A.C. Simkins
W.S. Moore
W.B. Harrington
H.E. Dobel
Chas Keilus
J.J. McDonald
F.F. Radcliffe
H.G. Springer
Mrs F.C. Feige
Thos. F. Barry
Bruce Porter
Livingston Jenks
L.N. Linder
L.M. Karnaschi
R.R. MacLeod
Emily E. King

(New members cont'd)

Richard Waldron Jr.
Mrs J. Ashcroft
O.P. Hall
N.S. Loveland
Stephen Inmes
H.G. Cording
N Anderson
Harry McConiga
Robert Bruce
Oscar A Prager
E.B Price
J.H. Small
Mrs F.R. Gilbertson
E. Hume Hanson
Frank F. Washburn
E. Nevill
F.E. Bradbury
Mrs M.D. Kemble
Mrs C.F. Gatchell
Gustavus Smith
H.S. Coltts.

Libn

The Librarian presented report for quarter ending Feb 29. 1904 showing as follows.

Members joined - Subscribers 144
Life 4
Re-instated 2
Transferred to Life 1
Withdrawn 120
No of members now 3210.
Books added 952.
Circulation 32.592.
Daily average " 435.

The report was received and ordered filed.

The Secretary presented financial statement for the year ending Feb 29. 1904 which was read and ordered presented at the coming quarterly meeting.

The Librarian presented annual report for year ending Feb 29. 1904, which was read and ordered presented at the coming quarterly meeting.

Irving's last meeting

Mr. Bull then called attention to the fact that this was the last meeting of Mr. Irvings term as a Trustee and he moved that the Board extend its regrets to Mr Irving on his retiring from the Board, together with its appreciation of his services, with the hope that he would settle find some time in which to interest himself in the Institutes welfare. The motion was carried unanimously, after which Mr. Irving thanked the Board.

Spiers

Trustee-elect Spiers being called on, made a few remarks.

The meeting then adjourned.

John Cumming
Secretary

J.G. Spaulding
Recording Secretary

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Annual

San Francisco March 5th 1904.

Annual — The Annual Meeting of the members of the Mechanics Institute was called to order in the Assembly Hall on the 3rd floor of the Mechanics Institute Library Building tonight at eight oclock by President Rudolph J. Taussig, with fifty five members present.

—

The minutes of the members quarterly meeting of December 5th 1903 were read and on motion approved.

—

The Annual Report of the Secretary was read and ordered spread on the minutes (See fp. 743-4.)

—

The Annual Report of the Librarian was read and ordered spread on the minutes. (See fp. 745.)

—

The Report of the Auditor was read and ordered spread on the minutes. (See fp. 745)

—

The Annual Report of the President was read and ordered spread on the minutes. (See fp. 746-7).

—

The following report from the Judges of Election was read and ordered spread on the minutes.

San Francisco Feb 23rd 1904.

Judges — Board of Trustees Mechanics Institute -

Gentlemen - The Judges appointed by your Board to supervise the annual election for seven Trustees of the Mechanics Institute held this day report as follows-

There were 630 votes cast; of these there were 20 null votes.

The result of the vote was as follows-

George Deanston	461
E.A.T. Gallagher	71
E.P. Heald	458
A.M. Hunt	190
James H. Lyons	479
L.R. Mead	468
Chas Tomtag	296
James Speirs	399
R.J. Taussig	473
O.A. Tvetmoe	46
Geo H. Wallis	432

The following seven having received the highest votes have been elected:- George Deanston, E.P. Heald, James H. Lyons, L.R. Mead, James Speirs, R.J. Taussig, Geo. H. Wallis

Respectfully

Henry Root
David Kerr
James M. Kelley
Judges of Election.

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Board's letter — A letter which was read from the Board of Trustees, submitted form of amendment to the Constitution as instructed at the last quarterly meeting on the matter of making life members of twenty years subscription members and recommending that no consideration of the matter of making life members of subscription members be had unless based on a term of not less than twenty-five years subscription. The letter was received and ordered filed.

—

Mr. E.A.T. Gallagher moved to reconsider the vote at the last meeting of December 5th 1903 by which a Committee was to be elected to consider the matter of holding a Fair, notice of reconsideration having been given by him at that meeting. Mr. J.C. Saulman moved that the whole matter be indefinitely postponed. Mr. Saulmans motion was carried.

—

Mr. P.J. Healy moved that the language of the motion made by him at the last quarterly meeting in regard to holding a Fair be read by the Secretary as a new motion. The motion was declared out of order.

—

Amendments — The following Amendments to the Constitution were offered.

S.F. Mch. 5th 1904.

To the Members of the Mechanics Institute -

I hereby move to amend the Constitution by striking out all of Section 5 of Article VIII and substituting in its place and stead the following:- Section 5. Persons of good character may become life members of this Association, upon approval by the Board of Trustees, by signing the Constitution and By-Laws and paying a fee of fifty dollars. Also members of this Association who have paid all dues continuously for twenty years shall, upon application therefor to the Board of Trustees be made Life Members. Life members shall be entitled to all the privileges of membership and shall be exempt from all dues or assessments during their lives.

P.J. Healy

—

S.F. Mch 5. 1904

To the Members of the Mechanics' Institute

I hereby move to amend the Constitution by striking out all of Section 5 of Article VIII and substituting in its place and stead the following.— Section 5- Persons of good character may become Life Members of this Association upon approval by the Board of Trustees, by signing the Constitution and By-Laws and paying a fee of fifty dollars. Also members of of this Association who have paid all dues continuously for twenty-five years shall upon application therefor to the Board of Trustees, be made Life Members. Life members shall be entitled to all the privileges of membership, and shall be exempt from all dues or assessments during their lives.

J.H. Wood.

—

Sec 5. is hereby amended to read as follows-

Section 5- Persons of good character may become Life Members of this association

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upon approval by the Board of Trustees by signing the Constitution and By-Laws and paying a fee of $.50¢. Also members of this Association who have paid all dues aggregately for Twenty Five years shall upon application therefor to the Board of Trustees be made Life members. Life members shall be entitled to all the privileges of membership and shall be exempt from all dues or assessments during their lives.

(Sgd) Geo Handcastle.

Installation. On motion it was carried to proceed with the Installation of Trustees.

The Chair announced that the Board of Trustees, in accordance with the provisions of Section 7 of Article IX of the Constitution had appointed Messrs J.P. Fraser, A.J. McNicoll and John H. Gilmore to qualify and install the officers elect.

Messrs McNicoll and Gilmore of the election committee then administered the obligation as required by Section 7 of article IX of the Constitution to the following Trustees elect— George Deanston, E.P. Heald, James N Lyons, L.R. Mead, James Speers, Rudolph J. Taussig and George H. Wallis;- all of whom subscribed to the same in the presence of the election committee, whereon Mr. McNicoll for the Installation Committee declares them duly installed as Trustees of the Mechanics' Institute.

The meeting then adjourned.

John Cummins,
Secretary

J. G. Spaulding
Recording Secretary.

See p 743 et seq. for annual reports.

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Secretary's Report

Board of Trustees, Mechanics' Institute.

GENTLEMEN: Below is presented financial statement for the year ending February 28, 1904.

March 1, 1904. Cash on hand.....$2,852.12

RECEIPTS.

Library and Post-Street Building—			
Dues		$16,968.50	
Entrance fees		555.00	
Life memberships		450.00	
Post street rents		5,400.00	
Books—			
Paid for	$130.40		
Fines	279.75		
Extras	370.90	781.05	
Sundry Receipts		56.50	$24,211.05
Pavilion—			
Rents, Pavilion		$12,561.60	
Rents Hayes street houses		5,129.00	
Repaid by Lessees—			
Gas	$683.85		
Lighting	106.00		
Electricity	142.50		
Damage	42.70		
License	160.00		
Telephoning	2.00		
Water	5.00		
Labor	12.50		
Use of lumber	10.00	1,164.55	
Sale of old materials		119.33	
Discount on bill		90	$18,975.38
General Receipts—			
Int. on bank deposit to Mch. 1		53.41	$43,239.84
			$46,091.96

EXPENDITURES.

Library and Post-Street Building—			
Books		$4,697.31	
Books—Lick Fund		994.06	
Periodicals		2,431.60	
Binding		435.83	
Music		3.83	
Expense—			
Auditing books	$100.00		
Advertising	158.50		
Chess sets	11.25		
Brushes, soap, disinfectants, janitors' supplies, etc.	195.25		
Towel service	41.25		
Making shelf list, labeling books, etc.	192.55		
Telephone	178.50		
Telephone interior	9.30		
Small repairs	106.50		
Sundries	526.25	1,519.55	
Fuel		182.24	
Furniture—			
Decorations	$182.90		
Tray cases	302.50		
Book stacks	160.00		
Furnace	160.00		
Charging desk	210.00		
Sundries	59.60	1,075.00	
Insurance			$ 385.55
Lectures—			
Fees	$ 360.00		
Illustrating	70.00		
Printing	53.50		
Signs	3.40		
Construction and Labor	39.50		
Light	4.40		$ 530.80
Lighting—			
Gas	$ 441.15		
Electrictiy	600.50		
New electric construction	566.91		
Electric supplies	41.91		
Electric repairs	17.69		
Gas regulator, mantles and fixtures	131.00		
Gas repairs	15.26		$ 1,814.42
Printing and Stationery—			
Printing	$ 627.00		
Stationery	203.89		
Rubber stamps	8.95		
Postage	309.00		$ 1,148.84

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Secretary's Report Continued

Repairs—

Preparing store, 33 Post street	$ 246.25	
Building new wall, store rear	142.00	
Changing front stair	269.00	
Removing rear stair	75.00	
Changing galleries	60.00	
Inlaid platform	24.00	
Painting on account	900.00	
Changing partitions, shelving, etc.	222.75	$ 1,939.00

Salaries—

Regular library employes	$10,422.75	
Special employes — Catalogue work	427.00	$10,849.75

Water	$ 201.60	
Taxes	1,555.17	$29,764.55

Pavilion—

Salary	$ 960.00	
Labor	172.25	
Gas	505.55	
Electricity	101.65	
Lighting	120.00	
Mantels and chimneys	105.35	
Repairs	325.50	
Hardware, paint and lumber	150.03	
Insurance	683.50	
Taxes	4,030.91	
Plumbing	52.00	
Water	137.10	
Water—Hayes street	75.95	
Repairs—Hayes street	144.17	
Glazing	26.45	
Telephone	47.80	
Scavenger	36.00	
Blue prints	6.15	
Hose	46.40	
Gas fixtures	15.00	
License	63.00	
Signs	3.00	$ 7,807.76

General Accounts—

Salary	$ 1,875.00		
Interest	1,980.00		
Legal expenses	415.00		
Deposited in Reserve Fund	2,650.00	6,920.00	$44,492.31
March 1, 1904. Cash on hand			$ 1,599.65

STATEMENT OF BILLS INCURRED AND PAID.

	Library General Acc'ts	Books, Binding &c.	Pavilion	General	Total
Unpaid, March 1, 1903	$ 1,259.77	$ 493.55	$ 148.75	$ 315.00	$ 2,217.07
Incurred in year.	22,026.09	8,145.48	7,840.86	4,295.00	42,307.43
	$23,285.86	$8,639.03	$7,989.61	$4,610.00	$44,524.50
Paid in year	21,201.92	8,562.63	7,807.76	4,270.00	41,842.31
Unpaid, March 1, 1904	$ 2,083.94	$ 76.40	$ 181.85	$ 340.00	$ 2,682.19

STATEMENT OF INCOME AND BILLS INCURRED.

	Income	Bills Incurred
Library	$24,211.05	$30,171.57
Pavilion	18,975.38	7,840.86
General	53.41	4,295.00
	$43,239.84	$42,307.43
Surplus		932.41
		$43,239.84

STATEMENT OF LICK FUND.

March 1, 1903. Balance in fund	$ 1,921.42
Interest at 7 per cent on monthly balances	104.65
	$ 2,026.07
Less book purchases charged to fund	994.06
March 1, 1904—Balance in Fund	$ 1,032.01

STATEMENT OF RESERVE FUND ON DEPOSIT IN MUTUAL SAVINGS BANK.

March 1, 1903. Balance in fund	$ 2,651.39
Amount transferred from General Fund	2,300.00
Amount transferred from Life Memberships	350.00
Interest on deposit to January 1, 1904	123.92
March 1, 1904. Balance in Fund	$ 5,425.31

Respectfully submitted,

JOSEPH M. CUMMING,

Secretary.

Annual

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Librarian's Report

San Francisco, March 1, 1904.

To the President and Board of Trustees.

Gentlemen: I have the honor to present the forty-ninth annual report of the work of the library for the year ending February 29, 1904.

MEMBERSHIP.

Number reported February 28, 1903		3,514
New members, subscription	555	
New members, life	9	
Members reinstated	6	570
		4,084
Withdrawn		825
Membership March 1, 1904		3,259

BOOKS.

The accessions of books for the year have been 4,388 volumes, classified as follows:

General periodicals	214	Fine Arts	119
Bibliography	76	Literature	374
Philosophy	40	History	101
Religion	34	Travel	72
Sociology	446	Biography	117
Science	565	Fiction	1,668
Engineering	562		
		Total	4,388

These were assigned to—

Reference Department	1,370
Circulating	3,018

These were acquired by—

Purchase	3,554
Binding	421
Gift	391
Exchange	22

Number of volumes reported February 28, 1903			91,925
Accessions, March 1, 1903, to Feb. 29, 1904		4,388	
Given to Red Cross Society		4,900	
Lost and paid for, or sold		405	
	5,305	5,305	917
Present number in Library			90,908

CIRCULATION.

The library was open 305 days during the year; 147,840 volumes were issued for home use, a daily average of 484.

LECTURES.

The following lectures have been delivered during the year:

March 14, 1903—Prof. W. D. Armes, "Rambles in Southern Italy."

March 21, 1903—Dr. Gustav Eisen, "In Guatemala During the Great Earthquake."

March 28, 1903—James W. Erwin, Esq., "A Day in the Nation's Capital."

On the following dates: October 7 and 21, November 4 and 18, December 2 and 16, January 3 and 27, February 10 and 24, a University Extension course of twelve lectures on the French Revolution has been delivered by Professor H. Morse Stephens, of the University of California. The course was preceded by a preliminary lecture held September 23d.

Respectfully submitted,

FREDERICK J. TEGGART.

Librarian.

Auditor's Report

San Francisco, February 29, 1904.

Board of Trustees, Mechanics' Institute.

Gentlemen: I have carefully examined the books and accounts of the Institute for the quarter ending February 29th, and found them correct.

I have checked the journal and cash-book with the ledger, verified all entries in the cash-book for dues, fees, fines, rents of the Pavilion, etc.; all vouchers for the quarter are properly approved and receipted and are now on file in the secretary's office. The balance in bank on February 28th agrees with the amount as shown by the cash-book.

I enclose trial balance of the ledger February 28, 1903.

Respectfully submitted,

P. VAN PELT,

Auditor.

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Annual

President's Report

San Francisco, March 5, 1904.

To the Members of the Mechanics' Institute.

The completion of the forty-ninth year of the existence of the Mechanics' Institute brings no startling changes in the even tenor of its way. Like all institutions this one also, while it has not drifted away from its earliest purposes, has added greatly to its usefulness. It was originally formed by mechanics for the purpose of supplying the great need of a library for the mechanics of San Francisco, but started with a Bible, the Constitution of the United States, Encyclopedia of Architecture, and Curtis on Conveyancing, and stands today a library of great usefulness in technology, commerce and general literature. The technological portion of the library has been developed steadily, following a well-defined plan and purpose. The affiliation of the Technical Society has been of the greatest benefit to that particular branch of the library, and its success suggests the advisability and possibility of the formation of an organization which would do as much for our library of Commerce. I have not the least doubt that if properly managed, a society of those interested in trade and commerce could be formed and affiliated with us, not only for the purpose of collecting books, but the Mechanics' Institute would be ready to provide a regular course of lectures by competent University Extension lecturers.

I offer this suggestion to the officers and members of the Mechanics' Institute in the earnest hope that it may be acted upon in the near future.

The purchase of books of general literature has been increased as recommended by the librarian. The difficult task of supplying the latest works of fiction to the steady demand has met with our best efforts, and I would ask our members to exercise a little consideration in this matter. Our means will not permit us to purchase sufficient copies of each of the latest novels to supply every member, as besides purchasing books, we must also take care of them, provide for proper library service, maintain the library premises as well as reading rooms and chess room and, more than all, we must keep up with the times in the acquisition of scientific literature. During the year the librarian issued two timely bulletins, the first giving the list of works in the library on Petroleum, the second on Forestry. The services of one cataloguer were necessary to catalogue merely the accessions, and the Board of Trustees, recognizing the great necessity of a complete catalogue of the entire library, recently voted the sum of $1,800 a year to be expended for that purpose under the direction of the librarian. It is estimated that it will take about two years to complete it.

Our membership in my judgment is satisfactory. We sometimes hear complaints, and perhaps the only cause for a great many resignations is our inability to supply the latest works of fiction to every member within a short time of publication. A recent investigation developed the fact that of our large membership fully 83 per cent. take out books. If we add to this those members who belong merely for the sake of visiting the chess room, and a larger number who prefer to read in the library, we are justified in concluding that our entire membership is an active one. I would also draw your attention to a recently compiled chronological table of membership of this Institute from which I conclude that the average membership lasts but a few years. There seems to be a well-defined line indicating the average of the duration of interest in reading. Another point to be considered is that our statistics show the greatest numbers of new memberships were taken out during the years of the fairs. Even though they may not have remained members very long, it still added greatly to the average number of members.

We are just about finishing the general renovation of the library building, and no doubt you will have noticed the great amount of space gained as well as the better and brighter appearance of the library. It is better lighted by day and at night than heretofore. Your attention is also directed to the change in the stairs leading up from the ground floor. It is our intention that no person shall enter or leave the building without passing within view of the employes at the desk. It is hoped that this will enable us to eliminate the undesirable element which has been using the library rooms, and it will also enable us to decline admittance to those who will not become members. We have not yet reached the financial condition which would make it possible for the Mechanics' Institute to exist without membership dues. I would appeal to the members themselves to aid the Trustees and employes in their endeavor to maintain the library for its members only. This will never prevent any one of us from extending the customary courtesies.

Annual

Mch 5/04.

President's Report (Continued.

During the year we were enabled to inaugurate a systematic course of lectures by establishing the Mechanics' Institute as a University Extension center. A course of twelve lectures on the French Revolution, by Professor H. Morse Stephens was provided, and the success of this experiment is evidenced by the fact that our Assembly Hall is too small for the attendance and we are compelled to use the Art Gallery of the Pavilion. Professor Stephens, who is at the head of the Department of University Extension in Berkeley, has assured us of his intention to further develop these courses of lectures. At present he is considering the advisability of a short course to be given by some of the prominent men who will be connected with the Summer School at the University.

The importance of the Mechanics' Institute in the world of chess and checkers has been realized, and the board has repeatedly manifested its desire to aid and foster its chess and checker club.

In my report last year I expressed my belief that we would soon be able to lease the Pavilion for a term of years at a rental approximately commensurate with its value. This hope has not been realized as yet, although we had made all arrangements with one party who failed to bring the negotiations to a favorable conclusion.

In spite of the fact that our net returns from the Pavilion Block were $3,000 less than last year, I am still able to report our finances in excellent condition. More money has been spent in the purchase of books than last year; we have endeavored to improve the service in the library; a regular course of lectures has been provided; a large amount of money has been spent upon improvements in the library building, and still the annual statement of the secretary shows that our receipts from all sources during the year were about $43,000, while the bills incurred amounted to $42,000. As soon as the finances will permit, it is proposed to provide new carpets and furniture for the library. The Board of Trustees is also considering an elevator for the building, but hesitates incurring the expenditure for the reason that it is possible that an offer may be made for the Pavilion Block at a figure which it would be unwise to refuse. In that case we would be able to erect a handsome, modern building on the Post-street lot with a portion of the money, and still leave a splendid endowment for the support of the Institute.

Our reserve fund, deposited in the Mutual Savings Bank, now amounts to $5,425.31, as against $2,651.39 on March 1st, 1903.

For detailed reports upon the work of the Institute I respectfully refer you to the reports of the librarian and of the secretary.

The Mechanics' Institute suffered a great loss during the year in the death of Mr. Irving M. Scott, who was its president in 1877-1880, and who was always a staunch friend of the Institute.

RUDOLPH J. TAUSSIG,
President.

Mch 5/04

Organization.

San Francisco March 5th 1904.

In accordance with the provisions of Section 2 of Article VII of the Constitution, the Board of Trustees met immediately after the adjournment of the annual meeting, March 5th 1904 in the office of the Mechanics' Institute.

Present Trustees Beaneton, Bull, Ford, Heald, Lyons, Mauzy, Mead, Neal, Spaulding, Spiers, Taussig, Wagoner, Wallis (8) absent von Selderen (1).

—

On the suggestion of Mr. Mead, Mr. Ford took the Chair.

—

The Chair called for nominations for President.

Mr. Beaneton nominated Rudolph J. Taussig.

On motion the Secretary was instructed to cast the ballot of the meeting. The Chair appointed Messrs Spaulding and Mauzy Tellers. On the tellers report of the entire vote of the meeting for Rudolph J. Taussig, the Chair declared him duly elected President.

The Chair appointed Messrs. Mead and Beaneton a committee to escort Mr. Taussig to the Chair.

Mr. Taussig took the Chair and thanked the members for his election.

—

For Vice-President Mr. Spaulding nominated George H. Wallis. On motion the Secretary cast the ballot of the meeting. On the tellers report of the entire vote of the Board for George H. Wallis, the Chair declares him duly elected Vice-President.

—

For Corresponding Secretary Mr. Ford, nominated James H. Lyons. On motion the Secretary cast the ballot of the meeting. On the tellers report of the entire vote of the Board, for James H. Lyons, the Chair declares him duly elected Corresponding Secretary.

—

For Recording Secretary Mr. Mauzy nominated James G. Spaulding. On motion the Secretary cast the ballot of the meeting. The Chair appointed Mr. Mead as teller in place of Mr. Spaulding. On the tellers report of the entire vote of the Board for James G. Spaulding, the Chair declared him duly elected Recording Secretary.

—

For Treasurer Mr. Neal nominated The Central Trust Co of California. On motion the Secretary cast the ballot of the meeting. The tellers reported the entire vote of the meeting for The Central Trust Co. of Cal and the Chair declared it duly elected Treasurer.

—

The President requested last years Committees to serve until new committees should be appointed.

—

The meeting then adjourned.

J. M. Fleming
Secretary

J. G. Spaulding
Recording Secretary

Note. No one appeared for meeting of Mch 19/04

Apr 5/04

San Francisco April 5th 1904.

The Regular Meeting of the Board of Trustees of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Taussig, present at roll call Trustees Beaneton, Bull, Ford, Mauzy, Neal, von Selderen, Wagoner, Wallis, Mr. President (9), absent at roll call, Trustees Heald, Spiers, Lyons, Mead, Spaulding (5).

—

The minutes of the meetings of March 1st and 5th last were read and each approved.

—

The Finance Committee recommended for payment bills amounting to $11445 the recommendation was adopted by the following vote-ayes, Beaneton, Bull, Ford, Mauzy, Neal, von Selderen, Wagoner, Wallis, Mr. President (9) Noes None.

Bills Ordered Paid

Pay Roll	~~1195~~	~~35~~
M.G. Buckley	80	
Jos. M. Cummings	175	
F. J. Teggart	200	
R. D. Col-uhoun	92.	50
W. H. Woolcock	85.	
F. M. Lawson	72.	50
F. B. Whittier	75.	
Wm. McNaughn	50.	
T. B. Guinan	23	35
I. Thompson	30	
Ora Statler	12	
M. Snell	40.	
Wm. Jennings	20.	
H. Dunphy	15.	
J. D. Thomas	55.	
J. E. Young	45.	
B. Rougnicount	20.	
F. B. Whittier	25.	
A. G. Whitbeck	50.	
E. M. Doerfling	30.	
	1195	35
City & Co. Tax Coll.	3226	16
Century Elec. Co.	39	04
Pac. States Tel & Tel Co	29	50
Library of Congress	150.	
P. Van Pelt	25.	
London Lancashir Fire Ins	284.	40
University of Calif.	165.	
	$5.114	45

The Finance Committee recommended that the $50 received in March for Life Membership fee be transferred to the Reserve Fund in the Mutual Savings Bank, the recommendation was adopted by the same roll call as the last ayes 9 noes none.

—

The Library Committee recommended for purchase books amounting to $369.95 the recommendation was adopted by the same roll call as the last aye-9 noes none.

—

The Library Committee presented the following report.

S. F. Apr 5/04.

Board of Trustees Mechanics Institute

Gentlemen - Your Library Committee reports as follows -

The Institute Chess and Checker Club is arranging to bring Mr. Pillsbury the celebrated Chess player to this city. We recommend that the Institute contribute $75 toward the expenses of the same.

75 & Pillsbury

Apr 5/04.

Liby Congress Cards

The Institute owes about $85 to the Library of Congress for calalog cards. As we will use many more of the cards we have approved and you have already voted to pay a bill of $150 to the Library of Congress the surplus over the $85 to be used by the Library of Congress to pay for the cards as we take them.

Gate

We recommend that the Buildings and Repairs Committee be authorized to buy a metal gate to be placed on the platform leading up from the first floor, across the archway as high as the spring of the arch.

Watchman

In regard to the proposition to have special officer Fields as a night watchman, we learn that he patrols this district from 6 P.M. to 8 a.m. and will come into the building once an hour.

We recommend that he be employed and paid $2 per month.

Respectfully
Geo Beanston
Geo H Wallis Liby Com.

The recommendation to contribute $75 to the Pelicbrary fund was adopted on the same roll call as the last ayes 9 noes none.

The recommendation to buy gate was adopted on the same roll call as the last, ayes 9 noes none.

The recommendation re Night Watchmen was lost, not obtaining 8 votes roll call being, ayes, Beanston, Bull, Ford, Neal, von Geldern, Wallis, Mr President (6) noes, Mauzy, Wagoner 2.

—

Pav Comm re Foundations

The Pavilion Committee reported, recommending that it be authorized to employ a competent builder to inspect the Pavilion foundations and report on their condition. On motion of Mr. Bull the matter was referred back to the Committee to report on cost of same.

—

The Secretary presented report for March which was received and ordered spread on the minutes. (See p. 753)

—

Note. The minutes of April 5th 1904 are continued from here to page 752. The minutes of the meeting of April 19th 1904 were begun in error on page 751.

Continued

See p. 752.

Note. The minute of this meeting should have begun on page 755. They are continued from the page 754.
Jos M Cumming Secy.

San Francisco April 19th 1904.

The Regular meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig - present at roll call, Trustees Beanston, Heald, Spiers, Lyons, Neal, von Geldern, Wagoner, Wallis, Mr President (9) absent at roll call, Trustees Bull, Ford, Mauzy, Mead, Spalding (5)

—

The minutes of the last meeting were read and approved.

—

The Finance Committee recommended for payment bills amounting to $1352.66 The recommendation was adopted by the following vote:- ayes, Beanston, Heald, Spiers, Lyons, Neal von Geldern, Wagoner, Wallis, Mr President (9) Noes none.

Bills Ordered Paid

Jos. M. Cumming	150	80
F. J. Teggert	29	15
S. F. Gas & Elec. Co.	314	75
Spring Valley Water Co.	71	90
Pa States Tel.& Tel.Co.	21	80
H. Fisner	33	50
W. W. Gillespie	32	00
Brownlee Hdw. & Stove Co.	35	75
Library Bureau	77	30
McNutt Kahn & Co.	6	30
Cubery & Co.	8	50
Remington Typr. Co.	10	
G. C. Bornemann & Co.	5	75
Phillips Smyth & Van Orden	36	50
Wm. R. Phillips	45	75
Patrick & Co.	3	35
H. S. Crocker		70
C. W. Gordon	17	50
Auto Dir Tel Co.	11	75
W. P. Fuller & Co.	1	18
Eugene P. Fgan	6	25
Merc. T.S. & L. Co.	4	25
West Coast I. &. W. Wks.	6	
Globe Dis. Co.	9	25
H. Unna Co.	4	80
J. L. Phelps & Co.	3	
Come Pub. Co.	6	
The Bulletin	23	40
The Guide	1	50
John Middleton	32	10
B. F. Stevens & Brown	289	88
M. Hansen & Co.	30	
~~W. B. Eaton~~	~~703~~	~~72~~
Robert Cash	22	00
	$2146	38
	1352	66

Jos M Cumming Secy

—

The Library Committee recommended for purchase books amounting to $548.20 The recommendation was adopted roll call being same as last, ayes 9 noes none.

—

Jennings Raise

The Library Committee reported recommending

1. That the salary of Wm Jennings be raised from $20 to $25 per month from April 1st 1904 and
2. That the Printing Committee be instructed to have printed 100 sheets of the Library Classification to be hung up in prominent places in the Library to assist the members in finding books.

Liby Class'n

The first recommendation was adopted on the same roll call as the last, ayes 9. Noes none. The second recommendation was adopted on the same roll call as the last, ayes 9 noes none.

(continued on page 756.)

Apr 5/04

Continued from page 750.

The Librarian presented report for March showing as follows,

New Members (Subscribing	36
" Life	1
Reinstated	2
Transferees	1
Withdrawals	68
New Volumes added	441
Circulation	12002
Daily average	444.

The report was received and the following new members reported were on motion approved

New Members

Mrs B. Selfridge (Reinstated)	A Litienvrantz	R A Tuttle
Rupert Blue	Rosalind Bryant (Life)	Ernest Statham
Wm M Klinger	W R Rudolph (Reinstated)	Fred F Frank
Mrs M W Backus	V. G. Dahl	Eugene B. Murphy
F J Pfister	J F Welch	Cliff B. Ruckmer
R L Ransom	Agnes Tobin	Chas A Quay
Mrs Jones Cuthbertson	Alfred Honigbaum	Jacob Schlesser
Miss F. B. Allen	Frank O'Neil	E C Brumley
W M Garnett	Thos W Barclay	Marcus Green (Re-instated)
Mrs J Tealbing	L. E Reynolds	Hutton & Phillips
A. M. Swinnerton	Jabish Clement	Edw R Brady
Dr R B Davis	Miss B Schulein	A Wenzelburger
Miss F. S. Whelan	D M Brereton	
Arthur H Reckel	Ralph Shay	

Librarian reports Ednan resigns Statler employed

The Librarian reported that Helen B. Ednan, desk assistant had resigned to take effect Mch 20th last and that he had appointed Miss Ora Stadeley temporarily to fill the vacancy. On motion the Librarians action was approved and Miss Ednans resignation accepted.

The President announced that he had appointed the following

Committees for the year.

Committees

Finance	Mead, Heald, Lyons
Building and Repairs	Wallis, Bull, Spiers
Library	Beaneton, Spaulding, Wagoner
Lectures & Classes	von Geldern, Ford, Beaneton
Printing & Advertising	Mauzy, von Geldern, Neal
Pavilion	Neal, Wallis, Mead
New Library Building	Wagoner, Mead, Ford, Neal, Spaulding
Membership	Bull, Lyons, Spiers
Constitution and By Laws	Ford, Beaneton, Mauzy
Management	Lyons, Bull, Wagoner, Heald, Mauzy
Exhibits	Spiers, von Geldern, Ford,
Machinery	Wallis, Mead, Spiers
Art	Heald, Neal, Spaulding
Music	Mauzy, Bull, von Geldern
Tickets & Admissions	Spaulding, Lyons, Heald.

Apr 5/04.

Radcliffe — A letter was read from Radcliffe College, Cambridge Mass, asking permission to use room in Library for their entrance examinations next June. On motion the request was granted.

Assessor — The matter of making return to the assessor for the coming fiscal year's assessment was referred to the Finance Committee.

Printing and Report — On motion of Mr. Neal the Printing Committee was instructed to have the Annual report printed. Roll call on the motion being - ayes, Beaneton, Bull, Ford, Mauzy, Neal, von Geldern, Wagoner, Wallis, Mr President (9) noes None.

On motion of Mr. Neal the Printing Committee was instructed to have the usual Committee cards printed, roll call on the motion being the same as the last, ayes 9. noes none.

Secy & Bill cards — The Secretary made request to have a new set of cards printed and made out in members names to keep track of dues. On motion the request was referred to the Finance Committee with power by the same roll call as the last ayes 9 noes none.

Secretarys Report (see page 751) March 1904

1904 March 1st	Cash in Hand		1599.65
	Receipts		
Library	Dues	2023.00	
	Ent Fees	36.00	
	Life Member	50.00	
	Book to Box	60.00	
	Lectures Boland	450.00	
	Sale of Desk	30.00	
	" Door	1	2650.00
Pavilion	Rents	1420.00	
	Magazine	349.00	
	Tea	69.00	
	Lighting	6.00	
	Electricity	13.50	
	License	30.00	
	Sale of goods	15.50	1933.00
			4583.00
			6182.65

Expenditures

Library	Books	50
	Expense	198.31
	Furniture	258.40
	Lectures (Light)	220
	Lighting	295.53
	Print & Stat'y	94.50
	Repairs	264.00

Apr 5/04

Secty Repts Contd

	Salaries	942.50	
	Water	18.40	2074.34
Pavilion	Salary	80.00	
	Labor	2.50	
	Electricity	5.00	
	Lighting	8.00	
	Water	11.40	
	" Hayes St	5.55	
	Licenses	21.	133.45
General-	Salary	175	
	Interest	165	
	Dep in Mutual B&L	100	440.00
			2647.79
1904 April 1-	Cash in Hand		3534.86

Statement of Bills Incurred and Paid

1904	Liby Gen	Bks	Pav	Genl	Total
Mch 1	2083.94	76.40	181.85	340.00	2682.19
Incurred in Mch	3202.11	1312.72	3088.09	340.00	7942.92
	5286.05	1389.12	3269.94	680.00	10625.11
Pdn Mch 1904	2073.84	.50	133.45	340.	2547.79
April Unpd.	3212.21	1388.62	3136.49	340.00	8077.32

	Income	Bills Incurred
Library	2650.00	4514.83
Pavilion	1933.00	3088.09
General		340.00
	4583.00	7942.92
Deficit	3359.92	
	7942.92	

The meeting then adjourned

Jos McClymonds
Secretary

J. H. Saunders
Recording Secretary

Apr 19/04

(Continued from page 751)

Harvard use

A letter was read from F. J. Symmes asking permission for Harvard University to hold its entrance examinations in the Library Building next June. On motion the request was granted.

Linoleum Carpets

Mr. Beaston moved that the matter of the necessities of the Library Building as to carpets, linoleum and furnitures be referred to the Building and Repairs Committee with the request for the Committee to examine the matter thoroughly ascertain what is needed, obtain a close estimate of its cost and report to the Board. The motion was carried.

adj'd

The meeting then adjourned

Jos McClymonds
Secretary

J. H. Saunders
Recording Secretary

May 3rd 1904

Office of the Mechanics Institute 31 Post St. San Francisco
Tuesday May 3rd, 1904. 8 P.M.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order at the above time and place by President Tawse:- present at roll call, Trustees, Beaneton, Heald, Spiers, Lyons, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr. President (11), absent at roll call Trustees Bull, Ford, Mauzy (3)

The minutes of the last meeting were read and approved.

The Finance Committee recommended for payment the following bills,

Pay Roll	$1195.00
D M Cumming	34.85
W R Eaton	793.72
Erik Schendler	478.00
A Serensky	29.25
Chronicle	15.75
Eve Post	10.50
J W Griffith	2.50
Dow of Cal	165.00
	$2721.57

The recommendation was adopted by the following vote:- ayes Beaneton, Heald, Spiers, Lyons, Mead, Neal, Spaulding von Geldern, Wagoner, Wallis, Mr. President (11) noes none.

The Buildings and Repairs Committee reported as follows

S. F. May 3. 1904

Board of Trustees Mechanics Institute,

Gentlemen:- At the last meeting you referred to this Committee the matter of carpets and furniture. We are having estimates made and will report next meeting.

For some time past a Duplex Filter has been in use on trial in the men's toilet on the 3rd floor. It works satisfactorily and we recommend that it be rented for six months at 50¢ per month and that it be placed on the drinking faucet in the Hall of the 2nd floor.

We recommend that 5 dozen prismatic shades be bought for the incandescent lights in the 2 wings on the second floor and the rear of the first and second floors. They will cost $4 per dozen with an allowance of $1 per dozen for the old shades being net $3. These shades have been tried and are very satisfactory

The gate ordered for the new archway 1st floor is now in position.

Respectfully
Chs H Wallis
D Spiers Bldg & Rep Com.

The recommendations as to the filter and the shades were on motion adopted, roll call being same as the last, Ayes 11 noes none.

The Library Committee recommended for purchase books amounting to $509 25. The recommendation was adopted, roll call being same as the last, ayes 11 noes none.

Lectures - Mr. von Geldern stated that the Technical Society would hold a lectures in the Assembly Hall next Friday night to which Institute members were invited.

The Printing and Advertising Committee reported asking authority to have a number of small items printed. The requests was granted on motion, roll call being the same as the last, ayes 11, noes none.

Paint Pav. The Pavilion Committee reported recommending that it be authorized to obtain bids for painting the Larkin St. fronts of the Pavilion two coats. On motion the recommendation was adopted

The Secretary presented report for April, which was received and ordered spread on the minutes

Secy

Secretary's Report - April

1904 april 1 Cash on Hand $3534.86

Receipts

Library	Dues	$1194.50	
	Ent Fees	27.	
	Books Etc	65.75	
	Sewers & Boards Etc	53.	$1340.25
Pavilion	Rents	$2212.90	
	Hayes St. Rents	315.00	
	Gas	158.40	
	Lighting	34	
	Licenses	20	
	Damage	3.	
	Telephone	10.15	
	Water	15.	$2968.45
Interest	Central Trust Co Jan' Mem. 5		9.10
			$4317.80
			$8252.66

Expenditures

Library	Books	$292.43
	Periodicals	33.90
	Expense	361.08
	Fuel	32.10
	Furniture & cards 4.25	66.25
	Lectures Janitor	26.25
	Lighting	200.69
	Auto Slate	214.25
	Salaries	940.35
	Gas	807.87
	Water	31.50
		$3006.67

May 3/04

Pavilion	Salary	$80.00		
	Labor	10.00		
	Electricity	31.10		
	Gas	124.00		
	Mantels	30.00		
	Lighting	6.00		
	Water	2485		
	" Hayes St	15.55		
	Repairs " "	35.75		
	"	27.50		
	Insurance	284.40		
	Telephone	19.00		
	Scavenger	14.00		
	Taxes	2418.29	$3120.44	
General	Salary	$175.00		
	Interest	165.00		
	Dep in Mut'l Bk	50	390.00	$6517.11
1904 May 1	Cash on Hand			1735.55

Statement of Bills Incurred and Paid

1904	Libry Gen	Books &c	Pav.	Gen'l	Total
Apr unpaid	$3212.21	$1388.62	$3136.49	$340.00	$8077.32
Incurred in Apr	2078.29	624.44	362.85	340.00	3465.88
	$5290.50	$2013.06	$3499.34	$680.00	$11543.20
Pd. in Apr	2680.34	326.33	3120.44	340.00	6467.11
Unpd May 1	$2610.16	$1747.03	$378.90	$340.00	$5076.09

Income and Bills Incurred

	Income	Bills Incurred
Library	$1740.25	$2763.03
Pavilion	2768.45	362.85
General	9.10	340.00
	$4517.80	$3465.88
Surplus		1251.92
		$4717.80

Libn The Librarian presented report for April showing as follows.

New Members	27
Reinstated "	2
Withdrawals	46
Accessions volumes	788
Circulation "	11814
Daily average	454.

The report was received and the following persons mentioned therein as having joined the Institute were on motion approved.

New Members

Blue F.K.	Loebner Edw.	Ventsey W.	Bruson J.G.
Arden Henry	Beal M.S.	Tarck R.B.	Adams Jno D.
Dorr Miss Louise	Denis Mrs F.V. Treyer	Barnhart S.L.	Treyer Peter
Gaillard Albert N.	Stewart Rae E. "	Briggs A.J.	Andrews G.P.

Bogart J.S.	Tittle H.S.	Gerrard Maj. H.B.	Schmidt Otto
Wolf H.N.	Huber Valentine	Whitman Webb N	Todd Frank M
Brown Gratz K.	Rueso Chris	Sedgley Miss Ella	Burrell F.d K P

E Whiting

White Sewing Mach Co Pav

A letter was read from the White Sewing Machine Co. offering to lease the Pavilion including the annex for twenty years from Nov 1. 1904 at a yearly rental of $12000.00. On motion of Mr. Neal the offer was declined.

Ad in Argonaut

The Librarian reported that the spring book number of the Argonaut would be issued next week and the publishers wished the Institute to put a $4.50 "ad" in it. On motion of Mr Beaston the matter was referred to the Membership Committee with power, roll call being same as the last, ayes 11 noes none.

ael 5/4

The meeting then adjourned

Jno N Cumming
Secretary

J G Spaulding
Recording Secretary.

May 17/04

San Francisco Tuesday May 17th 1904.

The Regular Meeting of the Board of Trustees of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Tauzy. - present at roll call, Trustees Beaneston, Bull, Heald, Lyons, Mead, Neal, Spaulding, Spiers, von Geldern, Wallis, Mr. President (11), absent at roll call, Trustees Ford, Mauzy, Wagoner (3)

—

The minutes of the last meeting were read and on motion approved.

—

The Finance Committee reported recommending for payment bills amounting to $1139 54. The recommendation was adopted by the following vote:- ayes, Beaneston, Bull, Heald, Lyons, Mead, Neal, Spaulding, Spiers, von Geldern, Wallis, Mr. President (11) noes none.

Bills Ordered Paid.

S. F. Gas & Elec. Co.	334	95
E. D. Bronson	84	32
Robt. E. Cowan	9	00
Arthur B. Pierson	4	32
Sherman Clay & Co.	4	80
Tandy Wheeler Pub Co.	81	00
John J. Newbegin	52	50
Payot Upham & Co	225	52
A. M. Robertson	1	35
A. C. McKenzie	8	50
J. Tauzy & Co	16	35
Paul Elder & Co.	13	32
L. H. Cary	20	49
Examiner	13	50
The Call	13	50
H. Eisner	38	00
John Quadt	17	60
Payot Upham	19	20
F. H. McConnell	4	00
Hicks Judd Co.	177	32
	1139	54

The Buildings and Repairs Committee reported as follows.

S. F. May 17. 1904.

Linoleum Ordered

Board of Trustees Mechanics Institute.

Gentlemen - Your Committee on Buildings and Repairs reports as follows:- In regard to the matter of new floor covering for the Library Building referred to this Committee, we called for bids for floor covering as follows:- 1st floor - all of floor except behind desk, under book stacks and in ladies room.

2nd floor - all of three main rooms and catalog room and hall.

3rd floor - Hall, Board Room, Platform in Board Room.

Landing on upper stair flight.

1st floor carpet to be taken up and laid in chess room.

Seven bids accompanied by samples were received.

A tabulated list of the bids is attached hereto and also the bids.

The two cheapest bids in inlaid linoleum were W. J. Sloane & Co. $350.00 (Brunswick)

D. N. & E. Walter & Co. $350.68 (Walter)

Your Committee is in favor of inlaid linoleum and has picked out a design submitted by D. N. & E. Walter & Co and we recommend that the offer of D. N. & E. Walter & Co. be accepted.

The floors should be smoothed over before the new covering is laid.

May 17/04.

To do this with a surfacing machine would cost from 1¢ to 1¼¢ per sq. ft. On the 1st and 2nd floors there are about 9000 sq ft amounting to about $112.50. If done at night it would cost about $20 more. We recommend that this committee be authorized to have this work done at a cost not to exceed $150. Your Committee is investigating the matter of stair treads and nosing and will report on same next meeting.

Respectfully

Geo H Wallis

Alfred Bull Building and Repairs

James Spiers (Membership) Committee.

Board Room Carpet

Mr. von Geldern moved that the Committees recommendation in regard to linoleum be adopted with the amendment that the floors in the Board Room be carpeted and that the Committee have authority to sell the old linoleum. The motion was carried, roll call being same as the last ayes 11, noes none.

Mr. Heald moved that the Committees recommendation as to smoothing the floor be adopted. The motion was carried, roll call being the same as the last, ayes 11, noes none.

—

The Library Committee recommended the purchase of books amounting to $351 45. The recommendation was on motion adopted on the same roll call as the last, ayes 11, noes none.

—

The Library Committee reported as follows.

S. F. May 17th 1904.

Board of Trustees, Mechanics Institute,

Gentlemen - Your Committee on Library reports as follows:-

Repairs to Typewriter

The typewriting machine in use in the Catalogue department has been reported as out of order; an estimate made by the Remington typewriter agent for putting it in satisfactory condition amounts to $17.00

Your Committee has not had an opportunity of looking into the matter fully, but recommends that if found unavoidable, this Committee be empowered to incur that expense.

Respectfully

Geo Beaneston

J. G. Spaulding Library Committee.

The recommendation was on motion adopted, roll call being the same as the last, ayes 11 noes none.

—

White Sewing Machine Co. re Pavilion

A letter was read from the White Sewing Machine Co. asking the Board to make a proposition for the lease of the Pavilion. On motion referred to the Pavilion Committee with instructions to confer with the Company.

—

Lamp in Hall

Mr. Wallis moved that the Buildings and Repairs Committee be authorized to change the elec light in the hall for an incandescent fixture. The motion was carried by the same roll call as the last, ages 11, noes none.

The meeting then adjourned

J. M. Cumming Secretary

J. G. Spaulding Recording Secretary.

June 7/04

San Francisco Tuesday June 7th 1904.

The Regular Meeting of the Board of Trustees of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Taussig:- present at roll call, Trustees Beanston, Ford, Heald, Lyons, Neal, Spaulding, Spiers, von Geldern, Wallis, Mr. President (10) absent at roll call, Trustees Bull, Mauzy, Mead, Wagoner (4)

—

The minutes of the last meeting were read and approved.

—

The Finance Committee recommended for payment, bills amounting to $3192.47 The bills were ordered paid by the following vote:- ayes, Beanston, Ford, Heald, Lyons, Neal, Spaulding, Spiers, von Geldern, Wallis, Mr. President (10) noes none.

Bills Ordered Paid

Ford $2323.48

Pay Roll	~~1200~~		R. L. Polk & Co.	10	
			John J. Newbegin	26	25
			Chas. Scribner's Sons.	23	25
Jos. M. Cumming	175.		W. H. Matthews	8	
M.G. Buckley	80		H. W. Wilson Co.	3	
F. J. Teggart	200		Valleau & Peterson	3	75
R. D. Colquhoun	95		Ozellerbach & Sons	1	75
W. H. Woolcock	85		Jos. M. Torres	12	
F. M. Lawson	75		Library Bureau	69	10
F. B. Whittier	75		Bonestell Richardson & Co.	2	85
W. McNaught	50		Phillips Smyth & Van Arden	5	25
K. Thompson	30		Com'l Pub. Co.	5	
Ora Statler	38		Andrew Brown Co.	4	
M. Snell	40		Sanborn Vail & Co.	2	
W. Jennings	25		Bent & Meyerderks	13	
H. Dunphy	15		Jos. Winterburn Co.	10	50
J. D. Thomas	55		Automatic & L. Tel. Co.	5	25
J. E. Young	45		Palace Hdw. Co.	2	75
B. Bougnicourt	20		Stevenfeld Leather Co.	3	
F. B. Whittier	25		Buchanan Bors.	16	60
A. G. Whitbeck	50		Le Count Bros.	6	
E. M. Doerfling	30		F. P. MacInnis	27	
	1200		Jos. Figer	10	60
Jos. M. Cumming	60	60	W. P. Fuller & Co.	2	35
S. F. Gas & Elec Co.	413	90	Eugene P. Egan	1	50
Pac. St. T. & T. Co.	42	10	Merc. Towl. Co.	8	25
Spring Valley W Co.	45	65	Brownlee Hdw. & Stool Co.	2	75
Lemcke & Buechner	126	25	W. W. Gillespie	54	
Cunningham Curtiss & Welch	117	05	H. Misner	40	
Smithsonian Institute	13		Joost Bros.	13	22
Payot Upham Co.	58	74	Gus Faber	6	70
Pac. Coast Prress	105		E. G. Denniston	24	
John H. Boden & Co..	8	00	Jos. Fredericks Co.	52	05
Publishers Weekley	9	06	West Coast Iron & Wire Wks.	17	50
Eng & Min(g. Jrnal.	11	70	Goodyear Rubber Co.	3	00
F. W. Barkhaus	19	28	Century Elec. Co.	32	77
Tandy Wheeler Pub. Co.	56	50	Thos. Day & Co.	15	
Wm. Murray Secty.	19	65	Geo. M. Mitchell & Co.	111	05
Emanu-El	10		University of Cal.	165	
Federal Books Co.	7	00		48	95

Ford $2323.48 F J Teggart $3192.47

Correct.

—

The Finance Committee reported recommending that the $150 received for Life Memberships in May be transferred to the Reserve Fund, and deposited in the Mutual Savings Bank. The recommendation was adopted on the same roll call as the last, ayes 10. noes none.

—

Stair carpet $72.15

Ladies Toilet

The Building and Repairs Committee reported, recommending
1st that a stair carpet be put down on the stairs of the Library from the first to the second floor at a cost of $72.15 and
2nd. That the Committee have authority to put Linoleum in the Ladies toilet if the committee deemed it necessary.

A motion to adopt the recommendation to buy stair carpet was lost by the following vote- ayes, Ford, Heald, Lyons, Spiers, Wallis, Mr. President (6) noes, Beanston, Neal, Spaulding, von Geldern (4) - the motion not receiving the necessary 8 votes.

The recommendation as to linoleum for the Ladies' toilet was on motion adopted by the following vote:- ayes, Beanston, Ford, Heald, Lyons, Neal, Spaulding, Spiers, von Geldern, Wallis, Mr. President (10) noes none.

—

The Library Committee recommended for purchase books amounting to $235.15 The recommendation was adopted by the same roll call as the last, ayes 10. noes none.

—

Read Rooms Ready Room

Clean Books

Employes for vacations

The Library Committee reported recommending as follows:-
1st. That the present slanting desk for holding newspapers in the 3rd floor reading room be continued along the west wall of the room and that the Building and Repairs Committee be instructed to have the same put on
2nd. That the Librarian be authorized to employ four laborers to thoroughly clean the books.
3. That the Librarian be authorized to employ an assistant to take the place of employees on vacation, for two months, at a salary not to exceed $50 a month.

The 1st recommendation and the 2nd recommendation were each adopted by the same roll call as the last, ayes 10 noes none.

The motion to adopt the 3rd recommendation was lost by the following vote - ayes Beanston, Ford, Lyons, Spaulding, Spiers, von Geldern, Mr. President (7) noes Heald, Neal, Wallis (3), not receiving the necessary 8 votes

—

Pav Painting

The Pavilion Committee reported that bids had been received for painting the Pavilion front from J.P. Fraser $345
Jno Quadt 348
W Beckerson 359
W.R. Eaton 450.

The Committee in its report recommended
1st That the contract be given to J. P. Fraser.
2nd. That the sum of $50 be spent on Mrs Symonds house 14½ Hayes St and $50 on Mr. Healy's house No 26½ Hayes St and that the rent of Symonds $16 and Healy $18 be each raised to $25 per month.
3rd - That the Pavilion gutters and leaders be cleaned and repaired at a cost not to exceed $75.00

Healy Symonds Rent Raised

Pav Gutters

Recommendations 1, 2 and 3 were all adopted, roll call on each being as follows - ayes, Beanston, Ford, Heald, Lyons, Neal, Spaulding, Spiers, von Geldern, Wallis, Mr. President, (10) noes None.

—

June 7/04

Amendments received

Mr. Ford, for the Committee on Constitution and By-Laws requested each member of the Board, to write out and submit to the Committee any amendments to the Constitution and By-Laws he thought necessary. The Secretary was on motion, instructed to notify each member of the Board of the Committees request.

—

Secy

The Secretary presented report for May which was received and ordered spread in the minutes.

Secretary's Report — May.

1904 May 1 Cash in Hand			$1735.55
	Receipts		
Library Dues	$784.00		
Ent. Fees	38.00		
Life Membership	100.00		
Books Sold for	75.60		
Sale of Linoleum	30.00		
Sewer Assessment	450.00	$1477.60	
Pavilion Rents	$1107.00		
Hayes's Rents	375.00		
Gas	246.30		
Lighting	42.00		
Licenses	10.00		
Telephone	8.90	1789.20	
Interest Credited 1/5 & 6 Apr.		6.88	3273.68
			$5009.23
	Expenditures		
Library Books	$506.27		
" Lick Fund	9.90		
Binding	177.32		
Periodicals	53.75		
Music	4.80		
Express	58.60		
Lighting Elec. 10.845 Gas 19.20	128.15		
Rent Etc	19.20		
Repairs	1247.92		
Salaries	240	3145.91	
Pavilion Salary	80		
Labor	5.		
Electricity	38.40		
Gas	168.40		
Lighting	38.		
Licenses	21.		
Slogan	7		
Postage	17.60	375.40	
General Salary	175.		
Interest	165	340.00	$3861.11
1904 June 1 Cash on Hand			$1148.12

June 7/04.

Statement of Bills Incurred, and Paid.

	Liby Gen	Books	Pav.	Genl	Total
Unpd May 1	$2610.16	$1744.03	$378.90	$340	5076.09
Incurred in May	1621.02	134.80	698.67	340	2794.49
	$4231.18	$1878.83	$1077.57	$680	$7870.58
Pd. in May	2393.67	752.04	375.40	340	3861.11
Unpd Bills June 1	$1837.51	$1126.79	$702.17	$340	$4009.47

	Income	Bills Incurred
Liby	$1477.60	$1755.82
Pavilion	1789.20	698.67
Genl	16.88	340.
	$3273.68	$2794.49
Surplus		479.19
		3273.68

—

Liby

The Secretary presented report for quarter ending May 31.1904 which was read and ordered presented at the coming quarterly meeting.

—

The Librarian presented report for May, showing as follows —

New members	37
Transferred "	1
Subscribing changed to life	2.
Withdrawals	32
Additions	609 volumes
Circulation	11508 "
Daily average	460 "

The report was received and the following persons reported therein as having joined the Institute were on motion approved.

New Members.

Chas J. Treadwell	Chas H. Fay	Jas. P. Martin
Chas E. Bell	W. J. Burridge	J. G. Morrison
J. T. Roberts	H. C. Heald	Mrs. G. E. Whitman
Mrs Clara J. Edmonds	Chas A. Coolidge	H. Meyer
Frank J. Hagler	Ralph Barker	W. F. Williamson
Chas B. Funk	Chas. T. Barker	J. J. Osler
Fred. D. Burgess	Mrs. Anna B. Meyer	Louis E. Shevey
A. F. L. Bell	Mrs Kate McLennan	H. H. Scales
F. N. Meek	Lucien H. Knight	Jno Hayes
Wm J. Castro	Norman F. Titus	Howard J. Wells
A. J. Tucker	H. C. Guild	F. A. Carrousin
Grafton D. Beck	M. Monument	Joseph E. Conay (Transfer)
Neil Wallace	J. P. Hammond	James Sykes (Life)
Audocht J. Taussig (Life)		

The Librarians report for the previous quarter was read and ordered presented to the coming quarterly meeting.

June 7/04

Slate carpets — On motion of Mr. von Geldern the Committee on Building and Repairs was instructed to find some covering for the slates other than carpet and report back to the Board.

Room to Gas Engrs — The President stated that a request had been made to him by the Association of Gas Engineers for the use of the Assembly Room for their annual meeting July 18th & 19th next. On motion the request was granted.

Secy vacation — On motion of Mr. Lyons the Secretary was granted a two weeks vacation.

O.K. when bills are passed on — The meeting then adjourned.

J. N. Flemming
Secretary

J. U. Spaulding
Recording Secretary

June 11/04

2d. meeting

San Francisco, Saturday, June 11th, 1904.

Quarterly — The Regular Quarterly meeting of the members of the Mechanic's Institute was called to order in the Mechanic's Institute Library Building in the Assembly Hall, 3rd floor tonight at 8 o'clock by President Rudolph J. Taussig - 62 members present.

The minutes of the annual meeting of March 5th last were read and on motion approved.

Secy — The Secretary's Report for the Quarter ending May 31, 1904 was read and ordered spread on the minutes.

Secretary's Report.

S. F. June 6th 1904.

Board of Trustees, Mechanic's Institute -

Gentlemen - Below is presented financial statement for quarter ending May 31, 1904.

1904 March 1	Cash on Hand			$1599.65
	Receipts			
Library	dues	4004.50		
	Ent. Fees	101.		
	Life Membership	150.		
	Books Rd for Rc	201.35		
	Post St. Rents	1350.00		
	Sale old material	61.00	$5867.85	
Pavilion	Rents	4739.90		
	" Hayes St.	1269.00		
	Gas	473.70		
	Electricity	13.50		
	Lighting	82.00		
	Licenses	60.00		
	Telephone	19.05		
	Damage	3.00		
	Water	13.00		
	Sale old material	15.50	$6690.65	
Interest	Central Trust Co		15.98	$12574.48

Expenditures

Library	Books	$799.20	
	" Lick Trust	9.90	
	Binding	177.32	
	Music	4.80	
	Periodicals	87.65	
	Expense	617.99	
	Fuel	32.10	
	Furniture	324.65	
	Lectures Feb 22 Rent 2.20 Private 4.25	28.45	

June 11/04 — Jr Meeting

Sweep report (Cont'd)

Lighting	624.37	
Printg & Stats	327.95	
Repairs	1511.72	
Salaries	2822.85	
Taxes	8078.7	
Water	49.90	$8226.72
Pavilion Salary	240.00	
Labor	17.50	
Gas	292.40	
Electricity	74.50	
Lighting	52.00	
License	42.00	
Mantels	30.00	
Water	36.25	
" Hayes St	21.10	
Repairs "	35.45	
Taxes	2418.29	
Repairs	45.10	
Glazing	7.00	
Insurance	284.40	
Telephone	19.00	
Scavenger	14.	3629.29
General Salary	525.00	
Interest	495.00	
Deposit in Reserve Fund 150		1170.00 $13.026.01

Statement of Bills Incurred and Paid

	Liby Gen'l	Books	Paid	Gen'l	Total
Unpd Mch 1	$2083.94	$76.40	$181.85	$340.00	$2682.19
Incurred in Jr	6901.42	2132.26	4149.61	1020.00	14203.29
	$8985.36	$2208.66	$4331.46	$1360.00	$16885.48
Paid in Jr	7147.85	1078.87	3629.29	1020.00	12876.01
Unpd June 1	$1837.51	$1129.79	$702.17	$340.00	$4009.47

	Income	Bills Incurred
Library	$5867.85	$9033.68
Pavilion	6690.65	4149.61
General	15.98	1020.00
	$12.574.48	$14,203.29
deficit	1628.81	
	$14,203.29	

Respectfully Submitted
Jno M Timmins
Secretary

Jr Meeting — June 11/04.

Libn The Librarian's report for the previous quarter was read and ordered spread on the minutes.

Librarian's Reports.

S. F. June 1. 1904

Board of Trustees Mechanic's Institute

Gentlemen - I present herewith a report of the Library work for the quarter ending May 31. 1904.

Entrance fees —	100	
Life Members	150	
Quarterly dues	4005.50	
Books pd for	6.25	
Fines	74.20	
Extras	117.90	$4456.85

Membership - 100 subscribing members and 1 life member have joined the Institute during the quarter, and two members have been re-instated making total addition of 103. 4 memberships have been transferred and two subscribing members changed to life. 146 members have withdrawn, leaving at this date 146 3216 members on our books.

Books - There were added during the quarter 1838 volumes, Classified as follows

Gn. Periodicals	64	Reference	475
Bibliography	23	Circulating	1363
Philosophy	18	Total	1838
Religion	25	Purchase	1330
Sociology	209	Binding	255
Science	97	Gift	231
Engineering	122	Exchange	22
Fine arts	68		1838
Literature	79		
History	32		
Travel	53		
Biography	49		
Fiction	999		
Total	1838		

Circulation There were given out for home use 35,324 books, a daily average of 452.

The Library was open 78 days.

Respectfully
Frank J. Feggans, Librarian

June 11/04 — Jr Meeting

Pres — The President made a brief report stating that the Board of Trustees were carrying on the present improvements in the Library Building with care not to go beyond the means of the Institute.

Amendments — Unfinished Business.

Mr. J. N. Wood moved to adopt the amendment offered by him at the last annual meeting, to Section 5 of Article VIII of the Constitution.

At Mr. Wood's request, the Secretary read a letter from the Board of Trustees to the members in regard to amending this section of the Constitution, the letter having been presented at the last annual meeting of the Institute.

Lost — Mr. Wood's motion to adopt his amendment was **Lost.**

Laid over — Mr. P. J. Healy moved to adopt the amendment offered by him at the last annual meeting to Section 5 of Article VIII of the Constitution. After considerable discussion Mr. Wm Wertsch moved to lay the motion on the table till the next quarterly meeting of the Institute. Mr. Wertsch's motion was carried.

O.K.

The meeting then adjourned

J. D. M. Cumming
Secretary

J. G. Baccaleu
Recording Secretary

June 21/04.

San Francisco Tuesday June 21st 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig. Present at roll call Trustees Beaneton, Bull, Head, Lyons, Mauzy, Mead, Neal, Spiers Wagoner, Wallis, Mr President (11) absent at roll call Trustees Ford, Spaulding, von Geldern (3)

The minutes of the meeting of June 7th last were read and approved.

The Finance Committee presents for payment bills amounting to $698.31 as per list below. The bills were on motion ordered paid by the following vote- ayes, Beaneton, Bull, Head, Lyons, Mauzy, Mead, Neal, Spiers Wagoner, Wallis, Mr President (11) noes none.

The Committee also presents reports of P. Van Pelt auditor, showing the Institute books audited and found correct for quarters ending Feby 29th and May 31. 1904. The reports were received and filed.

Bills Ordered Paid.

J. D. M. Cumming	$102.40	Ford	$252.56	Ford	$339.81
Payot Upham & Co	103.72	Globe Dis Co	9.25	Kelly & Co	10
P. Van Pelt	25	J. H. Barry	21	Herman Sand Dist	18
Bronicle	15.75	J. M. Mitchell & Co	45	C. H. Jones	306.50
Lemcke & Buechner	5.69	E. A. Benson	12	Pacific Gas Imp Co	24
Ford	$252.56	Ford	$339.81	Total	$698.31

The Library Committee recommended for purchase books amounting to $241.25 The recommendation was adopted, roll call being the same as the last. ayes 11 noes none.

Letters Read.

From Wm A. Pretton Secy Pacific Coast Gas Association thanking Board for use of Assembly Room for their annual meeting. Received and filed.

From F. T. Doolan asking Board to place daily Pacific Builder on file. Referred to Library Committee

Vellum Club — From E. H. Fright Secretary Viticultural Club asking use of Assembly Hall for meeting Aug 1st and 2nd next. On motion the request was granted.

A discussion then took place on the matter of keeping records of books missing or stolen.

The meeting then adjourned

O.K.

J. D. M. Cumming,
Secretary

J. G. Baccaleu
Recording Secretary

July 5/04

San Francisco, Tuesday July 5th 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building to-night at 8 o'clock by President Taussig, - present at roll call, Trustees Beanston, Bull, Heald, Mauzy, Neal, Spiers, von Geldern, Wagoner, Wallis, Mr. President (10) absent at roll call Trustees Ford, Lyons, Mead, Spaulding (4), Librarian Taggart acting as secretary in the absence of Sec'y Cumming.

—

The minutes of the last meeting were read and approved.

—

The Buildings and Repairs Committee reported as follows -

July 5/04.

Stairtreads

Board of Trustees Mechanics Institute

Gentlemen - Your Committee on Buildings & Repairs Reports as follows:-

In the matter of the proper covering for the stairs from the first to the second floors, your Committee is of the opinion that the best thing to do is to get rubber strips for all the stairs the same as are now on the oak stairs, and in addition to get rubber nosing the same as the sample now on the stairs, and to put the nosing and rubber strips on all the stairs.

We recommend that this work be done at a cost not to exceed $145.00

Respectfully

Geo H Wallis

James Spiers

Alpheus Bull, Building & Repairs Com.

The recommendation of the Committee was on motion adopted, roll call on the motion being as follows, ayes, Beanston, Bull, Heald, Mauzy, Neal, Spiers, von Geldern, Wagoner, Wallis, Mr. President (10) noes none.

—

The Library Committee recommended for purchase books amounting to $529, the recommendation was adopted, roll call on the motion being the same as the last, ayes 10 noes none.

—

The Library Committee presented the following report

Miss Stateler elected

"We recommend that Ora Stateler who has been employed temporarily as desk assistant be elected to the position of desk assistant, her salary to be the same as at present, $30 per month.

Miss Doerfling raised

We recommend that the salary of Mrs C.M. Doerfling, assistant in the Cataloguing department be raised from $30 & $35 per months beginning July 1st

Respectfully

Geo Beanston

Lethbridge Wagoner Liby Com

On motion, the report was received and the Secretary cast the ballot of the Board for Ora Stateley for desk assistant and the Chair declares her elected. The recommendation to increase Mrs Doerfling's salary was on motion adopted, roll call on the motion being same as last roll call, ayes 10, noes none.

—

July 5/04.

The Pavilion Committee reported as follows -

Pav Art Gallery Stairs

We recommend that the stairs leading to the Art Gallery of the Pavilion be changed so as to run direct to the street, the cost of making the change will be $175.00 this does not include the glass front.

Robt W Neal

Geo H Wallis Pav Com.

On motion the matter of making the change was referred to the Pavilion Committee with power, roll call on the motion being same as the last roll call, ayes 10 noes none.

—

Registered Books

Mr. Beanston for the Library Committee stated that since the suggestions made by Mr Bull at the last meeting in regards to the system for registering book books, that the Committee had gone into the matter and had now under consideration plans for improving the service.

—

The Secretary's report for June was received and ordered spread on the minutes. (See below.)

—

The Librarian's report for June was read showing as follows.

New Members	41
Transferees "	1
Withdrawals	99
Books added volumes	373
Circulation	11406
Daily average	438.

The report was received and the following persons named therein as having joined the Institute were on motion approved.

New Members

Caroline C Cook (Transfer)	Sergio Lusky Jr	Miss Clara M Wilson
Evelyn Auerbach	James Stokes	Mrs Grace Wishaar
Mrs N Hutchinson	Emil Schuleen	L A Newbert
Mrs H Berthreau	E G Knopff	Walter Mayerhofer
J W Vondahnden Jr	C A Brunette	H Nassauer
Geo Burnett	J W Sockwell	S H Batts
H Lewis M.D.	Miss Mary Sullivan	Mrs Edwin Cameron
Lionel S de Roch	Dr. W F Schaller	Wm M Mann
Maurice E Harrison	Fred Rothschild	J Baur
Mrs Mary Walters	E J Ellsworthy	A J Weil
J J Hefty	M Barman	R J Weber
Miss J von Schroder	Miss Nina Young	J J Armstrong
Geo F Thurston	H H Spree	Martin Kuechler
J C Day	Miss Helen Sullivan	Ada Richards

For Secretary's Report, see next page.

July 5/04.

Secretary's Report for June 1904.

1904 June 1.	Cash on Hand,		$1148.12
	Receipts		
Library	Dues	$2,300	
	Ent Fees	41	
	Books &c	69.45	
	Sewers + Boland	450.	$2860.45
Pavilion	Rents	$1,314.50	
	Hayes St Rents	499.00	
	Gas	31.70	
	Lighting	2.	
	License	10.	
	Electricity	6.	
	Use of Lumber	2	
	Sale of wood	2	$1867.20
Interest Credited June 30			3.51
			$4731.16
			$5879.28
	Expenditures		
Library	Books	$618.93	
	Uniforms + Bind	26.70	
	Periodicals	134.72	
	Fuel	241.95	
	Furniture	165.65	
	Lighting		
	Electricity	$79.20	
	Gas	10.40	
	Mantles	1.00	
	Reparations	18.87	
	Elec lamps	6.24	
	Elec supplies	7.66	
	New shades	15	138.37
	Insurance		375.05
	Petty Cash		167.14
	Salaries		945.00
	Water		17.35 $2830.86
Pavilion	Salaries		$80.00
	Electricity		8.30
	Labor		18.25
	Gas		316.00
	Mantels		53..
	Lighting		40.00
	Water		23.20
	" Hayes St		5.10
	Telephone		9.40
	Repairs Hayes St		7.45
	Hardware		13.22
	Insurance		129.50
	Brushes		14.50 719.92

Secty (Contd)

General	Salary	$175.00		
	Interest	165.00		
	Def in Rec. Fund	100.00	$440.00	
				$3990.78
1904 July 1	Cash on Hand,			$1888.50

Statement of Bills Incurred & Paid

1904	Library	Genl	Books	Pav.	Genl	Total
June 1. unpd	$1837.51	$1129.99	$702.17	$340.00	$4009.47	
Incurred in June	2937.44	177.93	256.85	340.00	3712.22	
	$4774.95	$1307.92	$959.02	$680.00	$7721.69	
Pd in June	2050.51	780.35	419.92	340.00	3890.78	
Unpd July 1	$2724.44	$527.57	$239.10	$340.00	$3830.91	

Income and Bills Incurred

	Income	Bills Incurred
Library	$2860.45	$3115.37
Pavilion	1867.20	256.85
General	3.51	340.00
	$4731.16	3712.22
Surplus		1018.94
		$4731.16

Respectfully
John Cummings
Secty

The meeting then adjourned.
John Cummings
Secty

J. H. Saunders
Recording Secretary.

July 19/04.

San Francisco Tuesday July 19, 1904.

Regular Meeting night of the Board of Trustees of the Mechanics Institute. The Board met at the Mechanics Institute Library Building at 8 PM. Present- Mr Beaneton and Mr. Mead. No quorum appearing the Board adjourned to meet on Tuesday July 26th 1904.

Jos Wm Gemming
Secretary

J. V. Spaulding
Recording Secretary

Adj. Regular.

July 26/04.

San Francisco Tuesday July 26th 1904.

An adjourned regular meeting of the Board of Trustees of the Mechanics Institute, adjourned from July 19th last was held in the Mechanics' Institute Library Building tonight at 8 o'clock, Recording Secretary Spaulding in the Chair:- present at roll call, Trustees Beaneton, Ford, Heald, Lyons, Mauzy, Neal, Spaulding, von Geldern, Wagoner (9) absent at roll call Trustees Ball, Mead, Spiers, Wallis, Mr President (5)

The minutes of the meetings of July 5th and 19th last were read and on motion approved.

The Finance Committee presented and recommended for payment bills amounting to $2417.18. The bills were ordered paid by the following roll- ayes, Beaneton, Ford, Heald, Lyons, Mauzy, Neal, Spaulding, von Geldern, Wagoner (9) noes none.

Bills Ordered Paid.

			Fwd	$ 885	22
F. J. Teggart	18	95	Palace Hdw. Co.	1	
S. F. Gas & Elec Co.	171	75	Globe Dis Co.	12	25
Spr. Valley Water Wks.	32	25	R. J. Waters & Co.	3	25
Payot Upham Co.	192	97	J. Caire Co.	1	45
Cunningham, Curtis Welch	56	61	Gorham Rubber Co.	3	20
J. Tauzy Co.	25	30	Thos. Day Co.	20	00
Scientific Amer. Club	18		Century Elec. Co.	14	56
Moulton Pub. Co.	5		Amer. Floor Surfacing Co.	116	25
Whittaker Ray Co.		88	University of Calif.	165	00
Eng. Mining Journal	2	80	Pay Roll	1195.	00
Thomas Ferguson	1	50		$ 2417.	18
F. M. Husted	6	50			
Amer. Ed. Co.	3				
L. H. Cary	24	90			
Bancroft & Whitney Co.	6				
Paul Elder Co.	43	50			
Lemcke & Buechner	116	22			
Smithsonian Inst	20	35			
Peabody Inst.	4	84			
Pac. Statts Tel. & Tel.	5	50			
John Quadt	2	70			
A. Serensky	3				
Cent. Lumber & Mill Co.	21	70			
Joost Bros.	3	05			
Library Bureau	18	30			
S. F. Typewriting Ex.	2				
C. A. Murdock Co.	21	25			
Cubery & Co.	4	25			
Armstrong & De Guerre	2	10			
W. N. Brunt	8	50			
Bent, & Meyerderks,	12.	50			
Jos. Winterburn Co.	6	50			
E. G. Denniston	12	25			
Buchanan Bros	1	50			
W. P. Fuller Co.	3	05			
D. N. &. E. Walter Co.	1	50			
Automatic Dir. L. Tel. Co.	5	25			
Fwd	885	22			

L. H. Cary
Jos Wm Gemming
Secty

The Library Committee recommended for purchase books amounting to $302.25. The recommendation was adopted by the same roll call as the last, ayes 9. noes none.

Summer School Lecturers

Lecture Committee- Mr. von Geldern announced that arrangements had been made by Prof. H. Morse Stephens of the State University for four lectures to be delivered for the Institute by visiting lecturers to the years session of the University Summer School on the dates of July 20, 27, aug 3rd 10th.

July 26/04 adj. Regular

Richardson Skating Case

Pavilion Committee.—Mr Neal presented and had read a letter to him from the Richardson Ball Bearing Skate Co. of Chicago, offering to lease the Pavilion for a roller skating rink beginning Nov 24th next at $375 per week for two weeks with an option on twenty additional weeks, and stipulating some further conditions. On motion the Pavilion Committee was authorized to enter into negotiations for a lease with the Company.

—

Architects Club gets room

A letter was read from the S.F. Architectural Club asking the use of the Assembly Hall for their annual exhibition Sept 26th to Oct 1st next. On motion the request was granted.

—

Wilson's request

A letter was read from Thomas Wilson, a member, asking the Institute to subscribe to "The British Weekly". Referred to the Library Committee with power.

—

The meeting then adjourned.

John Cumming Secretary

J G Spaulding
Recording Secretary.

Aug 2/04

San Francisco Tuesday, August 2nd 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Taussig.— present at roll call Trustees Beaneton, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr President (8) absent at roll call Trustees Bull, Foard, Heald, Lyons, Mauzy, Spiers (6)

—

The minutes of the last meeting were read and on motion approved.

—

The Finance Committee reported recommending payment of

Pay Roll July	$1205.00	
Interest University Bal	165	$1370.00 the bill & the

University having but one signature from the Finance Committee. On motion the bills were ordered paid subject to the approval of the Finance Committee by the following vote:— ayes, Beaneton, Mead, Neal, Spaulding, von Geldern, Wagoner, Wallis, Mr President (8) noes none.

—

Summer School Lectures

The Committee on Lectures and Classes presented the following

Report.

"Arrangements have been made with Prof. N Morrel Stephens of the State University to have four lectures delivered for the Institute by visiting professors to the U.C. Summer School as follows:-

July 20 by Archibald Carey Coolidge
" 27, Frederick Jackson Turner
Aug 3, Francis Barton Gummere
Aug 10, James Ward.

Your Committee recommends that $200 be sent to Prof Stephens for him to pay each of the above lecturers $50.00

Respectfully
Otto von Geldern } Lecture and Class Com.
Geo Beaneton

The report was received and the recommendation adopted subject to the (recommendation) approval of the Finance Committee, roll call on the motion being same as the last, ayes 8 noes none.

—

The Secretary presented July report which was received and ordered spread on the minutes.

Secretary's Report.

July 1. 1904	Cash on Hand		$1888.50
	Receipts		
Library	Dues	$840.50	
	Ent. Fees	49.00	
	Books Pd for	136.65	
	Fevers Boland	450.00	$1476.15

Secty (Cont'd)

Pavilion

Rents	$ 300		
Hayes St Rents	413.		
Gas	38.10		
Lighting	2.10		
License	10.00		
Telephone	1.10		
Sale wood	6.75	$ 770.95	$ 2247.10
			$ 4135.60

Expenditures

Library	Books	$ 454.50		
	Lick Fund	35.72		
	Periodicals	37.15		
	Expense	45.65		
	Furniture	12.25		
	Lighting	104.11		
	Printing etc	81.15		
	Repairs	116.25		
	Salaries	940.00		
	Water	14.60	$ 1841.38	
Pavilion	Salary	$ 80.00		
	Electricity	6.00		
	Gas	96.20		
	Water	11.85		
	Hayes St	5.80		
	Glazing	3.00		
	Hardware	3.05		
	Paint	2.70		
	Lumber	21.70		
	Telephone	5.00	235.80	
General	Salary	178.00		
	Interest	162.00	340.00	$ 2417.18
1904 Aug 1	Cash on Hand			$ 1718.42

Statement of Bills Incurred and Paid

1904	Liby Gen'l	Books	Pav.	Gen.	Total
July 1	$ 2724.44	527.37	$ 239.10	$ 340.00	$ 3830.91
Incr. in July	1219.05	248.45	113.35	340.00	2647.85
	$ 3943.49	$ 1502.82	$ 352.45	$ 680.00	$ 6478.76
Pd in July	1314.01	527.37	235.80	340.00	2417.18
	$ 2629.48	$ 975.45	$ 116.65	$ 340.00	$ 4061.58

	Income	Bills Incurred
Liby	$ 1476.15	$ 2194.50
Pav.	770.95	113.35
		340.00
	$ 2247.10	$ 2647.85
Deficit	400.75	
	$ 2647.85	

Recd John Cumming Secty

The Librarian presented report for July showing a follow-

New members	49
Withdrawals	13.
Books added	341 volumes
Circulation	11484 "
Daily average	459 "

The report was received and the following persons reported therein as having joined the Institute were on motion approved

New Members.

John H Dooley	C M Welch	Wm J Chesney
Percival H Lombard	Mrs H H Hart	C H Ellenwood
Mrs Lon L Claybaugh	James Jack	Arthur W Smith
Wm Guscom	Geo E Stanford	Mrs M S Gavnett
A B Cameron	Victor H Rose	Wm A Magee
C A Gates	Miss Ruth Adler	Mrs Julia W Turner
B M Jacobs	Miss M E Richart	Ned Stencel
S Landsfinger	Mrs H M Simpson	Mrs Jannette Buchanan
Wm Rowald	Peter M Dees	Mrs E Reinhart
H Allwood	Helen G Schussler	Angelo R Dupenu
Francis R Wardle	Miss Caubet Williams	W T Holmes
Wm A Irwin	Mrs C H Markham	Ernest Forbes Jr
W B Scott	Mrs C A Dobbs	C E Ingley
Miss C H Wobbren	Miss M V Lehner	O D Woodland
J M Taylor	Mrs S O Smiley	H D Shoemaker
C R Williams	Geo Campbell	R E Campion
	Mrs L H Chalmers	

Mr. Mauzy entered.

Altering Pav. Mr. Neal brought up the matter of altering the Pavilion and fitting portions of it up to lease for lodge rooms &c. The Board discussed the matter at length.

New Auditorium. The Chair stated that a project was being considered for building a new Auditorium in the City and he had been interviewed by the parties interested and they wished to talk further with the representatives of the Institute. On motion the matter was referred to the Pavilion Committee.

The meeting then adjourned.

John Cumming Secretary

J. J. Spaulding
Recording Secretary

San Francisco August 16th 1904 (Tuesday)

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by President Tawney.- present at roll call Trustees Beanston, Bull, Ford, Heald, Lyons, Mead, Neal, Spaulding, Spiers, von Geldern, Wagoner, Wallis, Mr President (13) absent at roll call Trustee Mauzy(1)

The minutes of the last meeting were read and approved.

The Finance Committee recommended for payment bills amounting to $869.22 as per list below. The bills were ordered paid by the following vote:- ayes, Beanston, Bull, Ford, Heald, Lyons, Mead, Neal, Spaulding, Spiers, von Geldern, Wagoner, Wallis, Mr President (13) noes None.

Bills Ordered Paid.

Jos. M Cumming	201		Fwd.	597	20
Spring Valley Water Co.	54	25	The Call	13	50
S. T. Gas & Elec Co.	150	60	Examiner	13	50
Library Bureau	22	95	Evening Post	10	50
Bent & Meyerderks	6	50	John Quadt	57	05
W. N. Brunt	39	00	H. Besiner	4	00
Eugene P. Egan	1	50	Brownlee Hdw.& Stove Co.	2	50
John Partridge	9	75	Joost Bros.	10	60
J. Winterburn & Co.	6	80	Cent. Lumber Mill Co.	9	50
Cubery & Co.	4	25	Hicks-Judd Co.	135	37
Jno. Monahan & Co.	9	75	F. J. Taggart	15	50
Remington Typewriter Co.	32	75		869	22
Pac. States Tel. & Tel. Co.	33	85			
Automatic Direct-Line Tel	10	50			
Merc. Towel Supply & L Co.	8	50			
F. P. Mac. Innis	15	50			
A. J. Thomas	6	75			
The Guide	1	50			
Louis P. McCarty	2	50			
Fwd.	597	20			

The Library Committee recommended for purchase books amounting to $447.30 the recommendation was adopted by the same roll call as the last, ayes 13 noes none.

Lib'y Congress Cards

The Library Committee reported recommending that $100 be sent to the Library of Congress as a deposit to draw against for catalog cards. The recommendation was adopted, roll call on the motion being the same as the last, ayes 13 noes none.

Meinhard Lease

Pavilion - Mr Neal stated that Mrs. Meinhard's lease of the corner of Hayes and Larkin would expire Jan 1 05 and after some

Meinhard Lease

discussion Mr Ford offered the following which was on motion adopted.

Resolved, that it is the sense of this Board, that the lease of Mrs. Meinhead of a part of the Pavilion Block, which expires on the 1st day of January, 1905 should not be renewed or continued, but that steps should be taken to lease the entire Hayes street front either as a whole or in part as may be found most advantageous, and that a copy of this resolution be sent to Mrs. Meinhead for her information.

Richardson Skate Co lease

Pavilion - Mr. Neal brought up the proposed lease of the Pavilion to the Richardson Ball Bearing Skate Co and the correspondence relating to the lease was read. Among other things the Skate Co. asked an option on the building for the seasons of 1905 and 6 on the same terms provided it was let at all for roller skating. On motion of Mr Heald, it was carried that no options on future seasons be granted.

Post St Impt.

A letter was read from the Post St. Improvement Club asking for subscription of $5 towards decorating Post St. during the coming Knight Templar Conclave. On motion the amount was ordered paid, roll call being the same as the last ayes 13 noes none.

K T Conclave

A letter was read from the Finance Committee of the coming Knight Templar Conclave asking subscription. Received and filed.

K T Conclave

On motion, the courtesies of the Library were extended to visiting Knights Templar during the conclave and the Secretary instructed to notify the Executive Committee of the Conclave to that effect.

Decorations ordered

On motion, the Building and Repairs Committee was instructed to put the decorating flag staves by the Institute on the Library Building during the Conclave.

The Librarian presented the following list of members delinquent in their dues. On motion the membership of those so reported was declared forfeited.

Delinquents

Delinquents

From Dec 1, 1903 Mrs. F. H. Hackett

From March 1, 1904

H. H. Campbell	Miss A. F. Brown	Mrs. Geo. Stacey
A. Brown	J. C. Martin	Norman Davis	C. N. Benton
Mount Lord	Edw. T. Jones	Geo. Bannister	H. H. Jenkins
J. M. Mendell	Scott Bray	Miss W. L. Ramus	Lowell Langstaff
M. D. Brown	C. J. Dowlen	Miss A. C. Hepburn	Marcus Duval
Wm. J. Bowe			

Aug 16/04

Suspension (cont'd)

From Dec 1 1902	R A Livermore	Jas Fleck	J Bergmann
E Healey	Ky Zollinger	Black Thompson	Geo Adixon
Fred W Kange	Chas E Hay	Miss A M Mathews	J S Mills
E H Peters	J G Leary	Ricks Brown	Herbert Wren
From Sept 1 1902	Miss A B Thoma	B B Mott	Wm F Chase
Geo B Thompson	C H Logan	M L Eiphrat	
From June 1 1902	Miss K Fallon	E Mehlert	
From May 1 1902	J O Denny		
From June 1 1901	Ky Callaghan		
From May 1 1901	H E Bennett		

The meeting then adjourned
John Cumming
Secretary

J G Spaulding
Recording Secretary.

Sept 6/04

San Francisco September 6th 1904 (Tuesday)

Regular meeting of the Board of Trustees of the Mechanics' Institute tonight at 8 o'clock. The Board met - present Trustees Beaneton, von Geldern, Wagoner, Mc President (4). No quorum appearing on motion the meeting adjourned to meet Tuesday September 13th 1904 at 8 P.M.

John Cumming
Secretary.

J G Spaulding
Recording Secretary

Quarterly.

Sept 10/04

San Francisco September 10th 1904

Regular Quarterly meeting of the members of the Mechanics' Institute held tonight in the Assembly Hall of the Mechanics' Institute, 31 Post St at 8 o'clock. President Taussig called the meeting to order and on it being ascertained that but 35 members were present the President declares that on account of no quorum being present, the meeting was adjourned.

John Cumming
Secretary

J G Spaulding
Recording Secretary

Sept 13/04 — Adj. Regular.

San Francisco Tuesday September 13 1904.

Adjourned Regular Meeting of the Board of Trustees of the Mechanics Institute adjourned from Sept 6th last, called to order in the Mechanics Institute Library Building tonight at 8 o'clock by President Tarpey, present at roll call Trustees Beanston Bull, Mauzy, Mead, Neal, von Geldern, Wagoner, Mr President (8) absent at roll call Trustees Ford, Heald, Lyons, Spaulding, Spiers, Wallis (6)

—

The minutes of the meetings of August 16th and of September 6th last were read and approved.

—

Mr Lyons entered.

—

The Finance Committee recommended for payment August pay rolls $1188.40 and $27.00 total $1215.40. The pay rolls were ordered paid by the following vote - ayes, Beanston, Bull, Lyons, Mauzy, Mead, Neal, von Geldern, Wagoner, Mr President (9) Noes none.

—

The Finance Committee recommended that the $50 received for Life Membership in August be transferred to the Reserved Fund and deposited in the Mutual Savings Bank. The recommendation was adopted, roll call being the same as the last, ayes 9 noes none.

—

Messrs Heald and Wallis entered.

—

Matthews Life Member — Mr Bull brought up the matter of compensation to Arthur F. Matthews for his services designing entrance to the Library and for supervising the work of decorating the building &c. On motion of Mr Bull $50 was ordered paid to Mr Matthews by the following vote, - ayes Beanston, Bull, Heald, Lyons, Mauzy, Mead, Neal, von Geldern, Wagoner, Wallis, Mr President (11) noes none. (note this was applied to purchasing a Life Membership for Mr Matthews and he was notified that he had been made a Life member).

—

Liby Employes Resign — The Library Committee presented the following report,

"The following Library Employees resigned Sept 1.

Kathleen Thompson	Desk assist
Mrs A.G. Whitbeck	Catalog
Maredna Snell	Typewriter
J.F. Thomas	Janitor.

Miss Handy, Peete & Hemme — Miss Handy has been employed temporarily in place of Miss Thompson at $30 per month, Miss Peete in place of Miss Snell at $35 per month. No one has as yet been employed in the place of Mrs Whitbeck or Mr. Thomas, Miss Grace Hemme has been employed as an additional assistant in the catalogue dept at $30 per month.

Typewriters — Two temporary typewriters have been employed at $35 per month for one month to finish the work of cataloguing the fiction. This amount of $70 to be charged to the special appropriation for catalogue work.

We recommend that the salary of assistant F.M. Lawson be raised from $70 to $80 per month beginning Sept 1. 1904.

Respectfully

Geo Beanston
Luther Wagoner
Library Committee

On motion the action of the Committee was confirmed and the recommendation as to Mr Lawsons salary was adopted, roll call being same as last ayes 11 noes none.

—

Joubert Lectures — Lectures & Classes - Mr von Geldern presented letter from G.F. Joubert offering to lecture on the Boer war, Mr von Geldern moved that the offer be not accepted and that the Secretary be instructed to notify Mr Joubert that we were conducting lectures on different lines. The motion was carried.

—

The Secretary presented report for August which was read and ordered spread on the minutes (Sept 788).

—

The Secretary presented report for previous quarter which was read and ordered presented to the next Quarterly meeting of the Institute.

—

The Librarian presented report for August showing as follows.

New Members	42	Subscribing, 1 Life
Withdrawals	10	32
Books added	73	
Circulation	539	
Daily average	13413	
	476	

The report was received and the following persons names therein as having joined the Institute were on motion approved.

New Members

Mrs J. Hachman	Mrs M. de B. Lopez	Jos F. Simmons	Jno B. French
Mrs Wm B. Eves	Mrs Jos L. King	Jean Marsemin	Mrs Alvina Carr
Mrs A.B. Clute	Mrs L. Harvey	Miss Etta Friedman	H.C. Pavek
G.S. Child	H.C. Kellogg	Henry L. Clapp (life)	Mrs E.M. Bowe
J.F. Ewyn	C.S. Myrick	J.A. Waymire	Mrs E.A. Heydenfeldt
Harry Baldwin	L.A. Levy	Mary E. Botsford M.D.	Dr Max Doerffler
Edw Osborne	Miss L. Palmer	Marguerite Wolf	Farid Berri
B.H. Eiser	Mrs J. Shaen	Jno S. O'Donnell	Lewis Iversen
Jos Mackin	Geo S. Brickley	Edmund B. Edwards	Wm P. Miller
Jno S. Isaacs	Barnett Franklin	Carl A. Juboff	M.L. Bigbee
H.E. Meurer	J.O. Berrage	Geo. A. Sheehan	

—

The Librarian presented report for previous quarter which was read and ordered presented at the next Quarterly Meeting of the Institute

Letters Read.

K.T. Conclave — From Executive Committee 29th Triennial Conclave Knights Templar thanking the Board for extending courtesies of the Library & visiting Knights at the recent Conclave. Received and filed.

Viticul Club — From the Viticultural Club thanking Board for use of Assembly Hall. Received and filed.

Johnston complaint — From S. C. Johnston complaining of present state of Reference Room. Referred to Library Committee.

New Auditorium — From Association for the Improvement and Adornment of San Francisco in regard to proposition for building a new auditorium in connection with the Institute. Referred to Finance Committee.

Scott Curtaz Hayes St Lease — From Scott Curtaz Rano Co. making proposition for leasing Hayes St front of Pavilion Block. Referred to Joint Finance and Pavilion Committees.

New Minute Book — The Secretary was on motion authorized to buy a new minute book roll call on the motion being same as the last, ayes 11, noes none.

Yosemite Club — Mr. Neal reported that the Yosemite Club had requested that the $300 monthly rent payable under their lease be waived by the Institute for one month as they had been unable to use the building for one month. Referred to Pavilion Committee with power.

Leave to Trustees Mauzy, Taussig — On motion leaves of absence for 60 days each were granted to President Taussig and Trustee Mauzy and Spiers.

Richardson Skate Co Lease — The lease of the Pavilion to the Richardson Ball Bearing Skate Co. as drawn up by the Pavilion Committee was read, and several amendments suggested by the meeting were ordered inserted.

Secretary's Report.

1904 Aug 1. Cash on Hand $ 1718.42

Receipts

Libry & Post St Bldg.

Dues	1032.00	
Ent Fees	42.00	
Life Fee	50.00	
Books P&C	75.00	
Sievers & Boland	450.00	
Sale of old stuff	11.	$ 1660.00

Secy Contd. Pavilion—

Rents	$ 1220.00		
" Hayes St	419.00		
Gas	14.40		
Lighting	2.00		
Electricity	5.00		
Licenses	20.00		
Sale of old stuff	12.50	$ 1693.20	
General— Interest Central Trust Co		4.81	$ 3358.01
			$ 5076.43

Expenditures

Library and Post St Bldg

Books		$ 38.50	
Binding		135.37	
Periodicals		41.50	
Expense Coupon Cards	1.00		
Clearing Books	65.10		
Postal service	8.50		
Telephone	33.65		
" House	10.50		
Rep. Typewr.	12.75		
Sundry Repairs	22.25		
Sundries	19.15	271.90	
Lectures Fees	200		
Printing	6	206	
Lighting Electric	74.80		
Gas	9.20	104	
Rents etc Salaries	10.		
Janitor	34.20		
Janitress	57.50	1037.0	
Salaries Regular	875		
Special	75	950.	
Water		31.10	$ 1,882.07
Pavilion Salary		80	
Labor		34	
Gas		39.10	
Lighting		4.00	
Electricity		7.50	
H.D.W. Paint Lumber		27.15	
Repairs Hayes St		67.25	
Water		14.75	
" " "		8.40	
Licenses		21.00	
Scavenger		14.00	317.15
General Salary		$ 175.00	
Interest		165.00	340.00 $ 2537.22
1904 Sept 1 Cash on Hand			2537.21

Statement of Bills Incurred and Paid.

1904	Libry Gen	Bks	Pav	Gen'l	Totals
Aug 1 Unpaid	$ 2629.48	$ 975.45	$ 116.65	$ 340.00	$ 4061.58
Incurred in Aug	1893.04	1462.71	911.45	340.00	4607.20
	$ 4522.52	$ 2438.16	$ 1028.10	$ 680.00	$ 8668.78
Paid Aug	1666.70	215.37	317.15	340.00	2539.22
Unpd Sept 1.	$ 2855.82	$ 2222.79	$ 710.95	$ 340.00	$ 6129.56

Libraries Gen'l: Income 1660.00; 1893.20; 4.81; $ 3558.01; Expenditures $ 3358.07; $ 1749.19; $ 5076.43

Bills incurred: 3558.01; 911.45; $ 340; 4607.20

The meeting then adjourned
Jos M Cummins Secretary

H. L. Saunders
Recording Secretary

San Francisco Tuesday September 20th 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8o'clock by Vice-President Wallis: present at roll call Trustees Beanston, Bull, Ford, Heald, Mead, von Geldern, Wagoner, Wallis (8) absent at roll call Trustees Lyons, Mauzy, Neal, Spaulding, Sykes, Mr. President (6).

—

The minutes of the last meeting were read and on motion approved.

—

The Finance Committee recommended for payment bills amounting to $1960.36 as per list below. On motion the bills were ordered paid by the following vote-ayes, Beanston, Bull, Ford, Heald, Mead, von Geldern, Wagoner, Wallis (8) nos none.

Bills Ordered Paid

D. W. & E. Walter & Co.	500	
Doubleday Page & Co.	24	20
F. M. Hausted	4	
J. J. Newbegin	38	
L. H. Cary	36	19
E. D. Bronson	21	
B. F. Stevens	253	10
A. M. Robertson	5	53
Emporium	35	91
Payot Upham Co.	350	52
Paul Elder & Co.	11	07
S. F. News Bureau	13	
St. Ry. Pub. Co.	3	50
Finance & Trade	5	
Hicks Judd Co.	380	29
Fink & Schindler Co.	7	50
University of California	155	
E Waomuth	1753	81
J Malloy	109	25
R E Sowan	49	65
	47	75
	1960	36

The Library Committee recommended for purchase books amounting to $46.65 The recommendation was adopted on the same roll call as the last, ayes 8 nos none.

—

Janitors elected Young & Harris

The Library Committee reported recommending that under janitor J.E. Young at present under salary of $45 per month be made head janitor at $50 per month from Sept 1, vice J.S. Thomas resigned and that J.A. Harris be elected under janitor at $45 per month. The recommendations were on motion adopted and on motion the Secretary cast the ballot of the Board for J.E. Young for head janitor and J.A. Harris for under janitor and the Chair declared them duly elected. The roll call on the motion to adopt the report

being same as the last, ayes 8 noes none.

—

Stephens Lectures Engaged

The Committee on Lectures and Classes reported that arrangements had been completed with Prof. H. Morse Stephens of the University of California for a series of twelve lectures on "The Napoleonic Period" beginning October 10th and ending March 20th next, the report recommended that $300 be paid to the University of California for the lectures and that the Secretary be instructed to make the necessary preparations, order printing &c. On motion the report was approved as a whole and the recommendations adopted, roll call on the motion being the same as the last ayes 8, noes none.

—

Merchead wants lease

A letter was read from Mrs. L.M. Merchead making offer for lease of Hayes St front of Pavilion block and for new store on Laskin St. Referred to joint Finance and Pavilion Committees.

The meeting then adjourned.

J.M. Hemming Secty

J.J. Spaulding
Recording Secretary

Sept 27/04

Special.

San Francisco Tuesday, September 27th 1904.

Special — Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 8o'clock by Vice President Wallis.- present at roll call, Trustees Bull, Lyons, Mead, Neal, Spiers, von Geldern, Wagoner, Wallis (8) absent at roll call Trustees Beaneton, Ford, Heald, Mauzy, Spaulding, Mr. President (6).

—

The Chair stated that he had called the meeting for two purposes.
1st To consider and take action on the different propositions for leases of portions of the Pavilion Block and of the Pavilion and
2nd To take appropriate action in regard to the death of ex-President C. B. Cornwall.

—

Richardson Ball Bearing Co lease off — The Secretary read a letter from the Richardson Ball Bearing Stock Co. of Chicago in regard to draft of Pavilion lease submitted to them and objecting to the refusal of the Board to grant them option on the leases of 1905 and 1906 and stating that they must have these options. On motion of Mr. Bull the Secretary was instructed to telegraph the Richardson Co. that the deal is off.

—

Foreclosure show Pav floor — Mr. Neal stated that he had been negotiating with R. C. Follett of Chicago for a lease of the Pavilion for a Forestry Exhibit next February and that Mr. Follett wanted permission to cut out part of the floor for a swimming tank and to replace same afterwards. On motion the Secretary was instructed to telegraph Mr. Follett that the floor could be cut subject to the approval of our Architect provided it could be done without permanent injury to the building.

—

Mr. Mead reported progress in regard to the proposed lease of the Hayes St. front of the Pavilion to the Scott-Curtaz Trans Co.

—

Pav Com re Lodge Rooms — On motion of Mr. Spiers, the Pavilion Committee was authorized to go ahead and find out what portion of the Pavilion gallery could be leased for Lodge rooms and to report to the Board, about what the cost of the necessary alterations would be.

—

Cornwall Resolutions — On motion the Chair was authorized to appoint a committee to draw up resolutions of respect to the memory of ex-President C. B. Cornwall. The Chair appointed on the Committee Trustees Beaneton, Ford & Bull.

The meeting then adjourned

Jno M Gunning
Secretary

J. S. Spaulding
Recording Secretary.

Oct 4/04.

San Francisco Tuesday October 4th 1904.

The Regular Meeting of the Board of Trustees of the Mechanics' Institute was called to order in the Mechanics' Institute Library Building tonight at 8o'clock by Recording Secretary Spaulding.- present at roll call - Trustees Beaneton, Bull, Heald, Neal, Spaulding, Spiers, von Geldern, Wagoner (8) absent at roll call Trustees Ford, Lyons, Mauzy, Mead, Wallis, Mr. President (6)

—

On motion the reading of the minutes of the meetings of Sept 20th and 27th last was postponed.

—

The Finance Committee recommended for payment the September payrolls. "Q" $148.20 and "A" $255.00 - total $1203.20. The recommendation was adopted by the following vote:- ayes, Beaneton, Bull, Heald, Neal, Spaulding, Spiers, von Geldern, Wagoner (8) noes none.

—

Sump in yard — Buildings and Repairs. The Secretary read a letter from Twombly and Hawkeson offering to enlarge the sump in the Library yard for $65.00. On motion referred to the Buildings and Repairs Committee with power to act.

—

Employees Elections of Handy, Soland & Lamb, Hemme — The Library Committee reported recommending as follows:
The election of
Mabel A Handy, desk asst at $ 50 per month vice Katharine Thompson, resigned
Ruesting Soland, Stenographer at $ 35 " " " M. Snell "
Eliza Lamb asst Cataloguer at $ 75 " " " A. Goldbeck "
Grace Hemme asst in Catalogue Dept at $ 50 per month,
and also recommending raises of salary beginning October 1st of
Raise to Slatter & Doerfling — Ora Slatter desk assistant $ 30 to $ 40 and Elise M. Doerfling assistant in Catalogue Department from $ 35 to $ 40.
On motion all the recommendations were adopted, roll call on the motion being the same as the last ayes 8 noes none.
On motion the Secretary cast the ballot of the Board for the employees recommended in the report for election and the Chair declared them duly elected.

—

Lectures — Lectures and Classes - Mr. von Geldern reported that the University Extension Lectures of Prof Stephens on "The Napoleonic Period" would begin in the Pavilion Art Gallery Monday October 10th next.

—

Col Com K of T Decorations — Pavilion - Mr. Neal reported that California Commandery Knights Templar, tenants of the Pavilion during the recent Knights Templar Conclave had not yet removed their decorations from the Art Gallery. Mr. Neal stated that the burlap on the walls would have to remain as the property of the Institute but that the Commandery wished to know if the Institute would buy the rest of the fittings. After some discussion this matter was referred to a special committee to be appointed by the

Oct 4/04.

Chair, with power to act. The Chair appointed on the Committee, Trustees Beaneton, Bull, von Geldern and Wagoner.

Theft in Art Gallery

Mr von Geldern stated that at the last Lecture course in the Pavilion Art Gallery, there was much complaint of the draft which he thought could be remedied by cutting a small door in the large sliding door at the Art Gallery entrance, so that the large door could be completely closed. On motion this matter was referred to the Pavilion Committee with power to act.

The reading of the Secretary's monthly report was postponed till the next meeting.

The Librarian presented report for September showing as follows

New Members	42
Changed to Life Member	1
Dues Collected	1831.50
Withdrawals	63
Books added	574
Circulation	11999
Daily average	521. and reporting the following having joined the Institute,

New Members.

R J Elliott	Belle N Kennedy	Sam W. Green
H W P Kimball	L Bannan	H W Simkins
J A Thomas	Major & E Gillett	Thos Green
F Ferguson	Drake Metcalf	H M. McCartney
O K Smith	Henry Eickhoff	Harry Dunbrow-
Miss K Gordon	H H Hautmann	Katherine A Hegarty
Paul Brant	H C. McPike	N. P. Peirce
H W Faust	W E Alexander	Edw Stannon
Miss M L. Parrott	J Gabriel	J W Cowles
Miss E E Noyes	J G Brennan	Mrs H G Carter
Thos A Clark	E W Stebbins	Henry R Post
Eugene L Pissis	Jack Mann	Wm J. Waggener
Mrs M V. Darrell	Edw E Jones	Miss F E. Parrott
Mrs H Mayall	Miss M J Verdon	W H Merrall

Arthur F. Mathews (changed to Life)

On motion the report was received and the above mentioned names approved.

A letter was read from Arthur F. Mathews thanking the Board for his election as a Life Member. Received and filed

Oct 4/04.

New lights

On motion the Building and Repairs Committee was given authority to install additional electric lights in the 3rd floor reading room and in the Catalogue Room.

Children's Hospital

Just before the Board assembled, the members present were addressed by Mrs. W B Harrington and Mrs. Wendell Easton who asked that a rebate of rent be made to the Childrens Hospital for the time of the Mechanics' Pavilion used by them last month, they having lost money on the three day entertainment for which they had paid $450 rent, gas free.

On motion the Secretary was instructed to notify Mrs. Harrington that the best the Board could do was to allow the Hospital one nights use of the Pavilion for an entertainment, rent free, some night within the next six months.

The meeting then adjourned.

Jos McGuinness Secretary

J G Spaulding
Recording Secretary.

San Francisco Tuesday Octobey 18th 1904.

Regular Meeting of the Board of Trustees of the Mechanics Institute, called to order in the Mechanics' Institute Library Building tonight at 8 o'clock by Vice President Wallis - present at roll call Trustees Beaneton, Heald, Neal, Spaulding, Sheets, von Geldern, Wagoner, Wallis (8) absent at roll call Trustes Bull, Ford, Lyons, Mauzy, Meals, Mr President (6).

—

The minutes of the meeting of September 20th Sept 27th and Oct 4th last were read and on motion approved.

—

Mr Lyons entered.

—

Sump filed

The Building and Repairs Committee made report stating that they had employed Trumbly and Hanrahan to enlarge sump in Library yard for $65. On motion the Committees action was approved.

—

The Library Committee reported recommending purchase of books amounting to $583 40. The recommendation was adopted by the following vote:- ayes Beaneton, Heald, Lyons, Neal, Spaulding, Sheets, von Geldern, Wagoner, Wallis (9) noes None.

—

Art Gallery Draft and Painting

The Pavilion Committee reported, stating that in the matter of the draft complained of in the Pavilion Art Gallery, that a small door had been constructed between the big folding doors at the entrance, the Committee reported further that it had expended $60 in painting the Art Gallery to match the new decorations. On motion both actions were approved.

—

Lincoln Club Rent

Yosemite Club Rebate

The Pavilion Committee made another report, stating that the Lincoln Athletic Club tenants of the Pavilion Annex were in arrears for September and October rent amounting to $240 and that the Committee had notified the club that if this rent was not paid by Oct 22nd the Institute would be compelled to take action against the Club and its bondsmen. The Committee also reported that it had accepted $600 rent from the Yosemite Club for October and November and had agreed to give the Club a December date free if the Pavilion would be unengaged. Both actions of the Committee were on motion approved.

—

Art Gallery Decorations

The Special Committee appointed at the last meeting on the matter of Pavilion Art Gallery decorations reported as follows.

Special Committee on Art Gallery Decorations

Your Committee bought from California Commandery No 1 all of its decorations in the Art Gallery including the carpet and lining on the floor, 72 columns with plaster capitals and surmounted by eagles and the two old Mission entrances for $100 and from Deneke & Bell 66 all of the lumber in the two entrances for $25.

Your Committee recommends that an amount not to exceed $25 be spent for

palm trees in boxes believing that this will add very much to the appearance of the Art Gallery.

Respectfully Geo Beaneton, Otto von Geldern, Luther Wagoner, Special Committee

The action of the Committee was approved and the recommendation to buy palms adopted by the same roll call as the last ayes 9 noes None.

—

The Secretary presented report for September which was received and ordered spread on the minutes. (see p 779)

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The Finance Committee recommended that the $50 received in September for Life Membership be transferred to the Reserve Fund and deposited in the Mutual Saving Bank. The recommendation was adopted by the same roll call as the last ayes 9 noes None.

—

The Finance Committee recommended for payment, bills amounting to $2035 60 as per list below. The bills were on motion ordered paid, roll call on the motion being same as the last ayes 9 noes None.

Bills Ordered Paid

F. J. Teggart	66	35	Fwd	1713	85
Jos. M. Cumming	250	70	Gorham Rubber Co.	8	91
S. F. Gas & Elec. Co.	380	40	Goodyear Rubber Co.	15	69
S. V. W. Co.	86	00	Bonestell Richardson Co.	2	00
Pac. States Tel. & Tel. Co.	43	50	John Partridge	2	70
W. W. Gillespie	36	53	Jas. H. Barry	2	75
Spratts' Patent Ltd.	5	55	H. S. Crocker Co.	2	25
Larkin & Flaherty	12	00	Valleau & Peterson	4	50
J. R. Brownlee	2	20	Remington Typewriter Co.	8	50
A. Serensky	9	25	Bent & Meyerderks	25	25
Central L. & M. Co.	4	50	C. W. Gordon	8	50
Joost Bros.	10	65	F. Malloye	4	50
J. P. Fraser	347	50	Robert Cash	8	00
F. P. MacInnis	210	00	Carl F. Haas	63	20
H. Eisner	42	00	University of Cal.	165	00
F. B. Beutler	3	00		$2035	60
Sternfeld Leather Co.	3	00			
Le Count Bros.	6	50			
W. P. Fuller & Co.	9	70			
Harry Unna Co.	1	80			
Jos. Figer	17	75			
Globe Dis. Co.	12	25			
Automatic Dir. L. Tel. Co.	10	50			
Merc. T. S. & L. Co.	11	25			
Alexander Yost Co.	4	50			
J. Tauzy & Co.	10	80			
Robt. E. Cowan	2	00			
Chas. Scribner's Sons	6	00			
Sci. Amer. Club	24	00			
Min'g. & Sci. Press	3	50			
Pac. Rural Press	3	50			
Lemcke & Buechner	9	31			
Smithsonian Institution	6	35			
Paul Elder & Co.	14	54			
Century Elec. Co.	29	76			
W. F. Boardman Co.	5	46			
D. N. & E. Walter & Co.	11	25			
Fwd	1713	85			

Tech Society wants to aid Lib Com.

Letters Read.

From The Technical Socy of the Pacific Coast suggesting that a Committee of the Technical Society consult with the Library Committee in regard to the selection of Technical Books for the Library. On motion of Mr Neal referred to the Library Committee.

Oct 18/04.

Scott Curtz case.

From the Scott Equitz Piano Co. amending their previous offer for a lease of the Hayes St. front of the Pavilion Block and offering to waive all claims to the improvements at the end of the lease. Referred to joint Finance and Pavilion Committees.

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Auditorium

Mr. Lyons for the Finance Committee reported that the Committee had met the Auditorium Committee of the Society for the Adornment and Improvement of San Francisco, and had a discussion on the matter of a new auditorium but that nothing definite had been accomplished.

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Newsstand Larkin St.

Mr. Neal moved that the Pavilion Committee be authorized to complete the fitting up of the stove in the Larkin St. front of the Pavilion in the red Art Gallery entrance at a cost not to exceed $225.00 the motion was adopted, rollcall being the same as the last, ayes 9 noes None.

Secretarys Report. September. (see p. 797)

1904 Sept. Cash on Hand			$	2537.21
		Receipts		
Library	Dues	$ 1831.50		
	Entries	42.		
	Life Fee	50		
	Books &c	97.80		
	Sewer, Wkmans	450.00		
	Sold old goods	3.75	$	2475.05
Pavelion	Rents	1200		
	Wages & Rents	458		
	Gas	16670		
	Lighting	34		
	Electricity	6		
	Telephone	7.		1871.70
General	Interest	Central Trust Co.		2.40
				4349.15
		Expenditures		6886.36
Library	Books	$ 636.18		
	Lick Fund	120.16		
	Binding	510.02		
	Periodicals	21.50		
	Furniture	507.50		
	Lecture Fee	300.		
	Salaries	760.40		3055.76
Pavelion	Salary	80		80
General	Salary	175		
	Interest	165		
	Sch Rd Fund	50		390.00
1904 Oct 1	Cash on Hand			3526.76
				3360.60

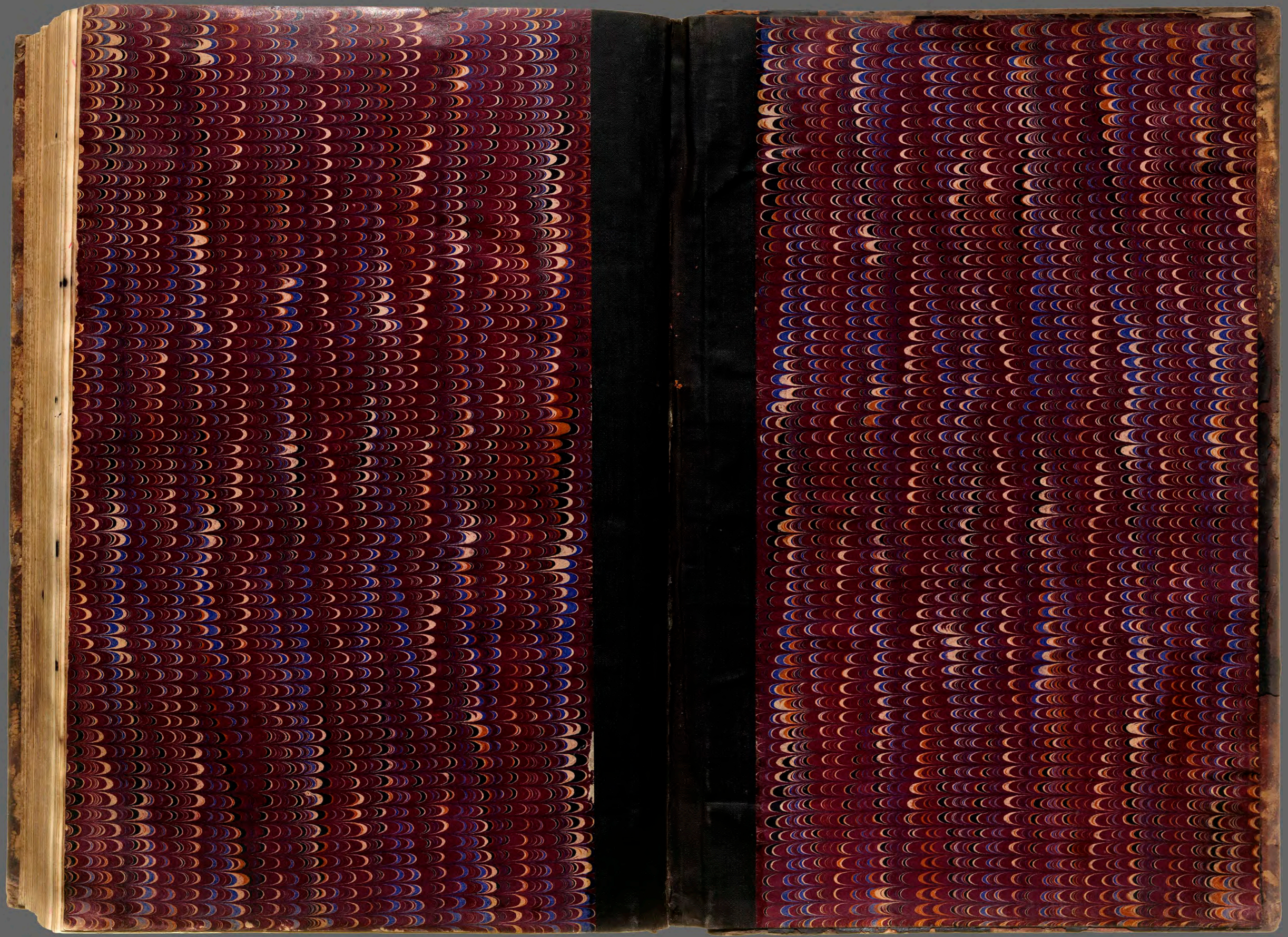
Statement of Bills Incurred and Paid.

1904	Libry Gen	Books &c	Pav	Genl	Total
Dept's unpd	$ 2856.82	$ 2222.79	$ 710.95	$ 340.00	$ 6129.56
Incurred in Dept	1568.92	286.35	76.98	340.00	2956.25
	$ 4424.74	$ 2509.14	$ 1471.93	$ 680.00	$ 9085.81
Paid in dept	1767.90	1287.86	80.00	340.00	3475.76
Unpd Oct 1	$ 2656.84	$ 1221.28	$ 1391.93	$ 340.00	$ 5610.05

	Income	Bills Incurred
Liby	$ 2475.05	$ 1855.27
Pavilion	1871.70	76.98
General	2.40	340.
	$ 4349.15	$ 2956.25
Surplus		1392.90
		$ 4349.15

The meeting then adjourned.
Jos. M. Cumming
Secretary

J. G. Spaulding
Recording Secretary.



Board of Trustees Minutes, VOLUME 7, 9 May 1899 – 18 October 1904. Mechanics' Institute, San Francisco.